

**REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF TRENTON
HELD WEDNESDAY, MAY 15, 2019 6:00 PM
ADMINISTRATION BUILDING, 875 NEW WILLOW STREET**

The meeting was called to order by Chairwoman, Darlene Weldon, who announced it was to be noted in the Book of Minutes that the required 48 hours notice of this meeting was mailed to the offices of *The Times*, the *Trentonian* and the Clerk of the City of Trenton, as well as, having been posted in the main entrance of the Housing Authority in accordance with the New Jersey Open Public Meetings Law also known as the Sunshine Law.

ROLL CALL

PRESENT: Clifton Anderson, Shenette Gray, William Fitzgerald, John C. Raines, Commissioners; Kim Taylor, Vice Chairperson; Darlene Weldon-Gordon, Chairwoman; and Jelani B. Garrett, Secretary/Executive Director

ABSENT: Gary Gentry, Commissioner

Also Present: Grant Wright, Hill Wallack, LLP; Clifford Godfrey, Deputy Executive Director; Petrona Jerome and Andrew Nwadike, Asset Managers; Latrice Leggett, Finance Director; Pamela Brooks, Manager of Resident Services; Kenneth Martin, Manager of Procurement & Contracts; Chrysti Huff, Redevelopment Project Manager; Darren “Freedom” Green, Security Manager, Francine Nalbone, Human Resources Specialist and Fateema Kirk, Administrative Assistant

Chairwoman Weldon asked for a motion to adopt the agenda. Commissioner Raines moved that the agenda for May 15, 2019 be approved; the motion was seconded by Commissioner Gray and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Darlene Weldon	1		
Total	6	0	0

Chairwoman Weldon stated the agenda has been adopted.

Chairwoman Weldon stated next is the approval of the minutes from the Regular Meeting and the Executive Session held on April 10, 2019. Chairwoman Weldon asked for a motion to move the minutes.

Commissioner Gray moved the motion and Commissioner Fitzgerald seconded the motion and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Darlene Weldon	1		
Total	6	0	0

Minutes Approved.

Darlene Weldon, Chairwoman asked for the Report of the Secretary.

Pamela Brooks, Resident Services Manager, provided an update on her department and the various programs happening. She informed the Board that the Coding and Gaming Design program has been postponed due to lack of participation; Summer Camp flyers have been mailed to all residents with children between the ages of 6 and 13; the Health Fair took place at the French Towers on May 8th and at the Abbott Apartments today and will be held at Josephson on May 22, 2019. There were 14 agencies who attended. Trenton Kids Count will be held on June 13th here at Donnelly Homes. Flyers are available.

Jelani B. Garrett, Secretary/Executive called upon Chrysti Huff, Redevelopment Manager to provide an update.

Chrysti Huff, Redevelopment Manager, updated the Board on Page Homes is under attorney review, we expect to close in June 2019. The Notice of Funding Availability (NOFA) for the Choice Neighborhood Planning Grant that is due June 10th. The City of Trenton has agreed to be a co-applicant with THA as the lead applicant. THA has updated the appraisal for 220 Southard Street and a for sale sign has been placed on the property. The property has been advertised in the local newspapers and bids are due back by May 31, 2019. THA is in the process of releasing an RFP for the RAD Physical Condition Assessment (RPCA). She also updated the Board on the Frazier Court (formerly Campbell Homes).

Ms. Huff responded to all questions asked.

Jelani B. Garrett, Secretary/Executive Director called upon Latrice Leggett, Finance Director to introduce Resolution 19-17.

Latrice Leggett, Director of Finance, introduced Resolution 19-17 approving disbursements for the month of April totaling \$638,105.77. These disbursements are from the General Fund only. Latrice Leggett, Director of Finance, recommended that the Board of Commissioners adopt this Resolution approving the disbursements for the month April 2019.

Chairwoman Weldon stated she would take a motion for Resolution 19-17. Commissioner Fitzgerald moved the motion and Commissioner Anderson seconded the motion. Chairwoman Weldon asked if

there were any questions. Seeing there were none, Chairwoman Weldon asked for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 19-17

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor		1	
Commissioner Darlene Weldon	1		
Total	5	1	0

Resolution Passed.

Jelani B. Garrett, Executive Director, called upon Latrice Leggett, Finance Director to introduce Resolution 19-18.

Latrice Leggett, Finance Director, introduced Resolution 19-18 authorizing the Executive Director to execute an Agreement with BDO USA, LLP to provide Accounting and Financial Services. Chairwoman Weldon asked for a motion to move Resolution 19-18. Commissioner Raines moved the motion and Commissioner Anderson seconded the motion. Chairwoman Weldon asked if there were any questions. Seeing there were none, Chairwoman Weldon then asked for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 19-18

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Darlene Weldon	1		
Total	6	0	0

Resolution passed.

Jelani B. Garrett, Secretary/Executive Director introduced Resolution 19-19 authorizing the Executive Director to execute an Agreement with Hill Wallack, LLP to provide to general legal counsel services.

Chairwoman Weldon asked for a motion to move Resolution 19-19. Commissioner Fitzgerald moved the motion and the Commissioner Anderson seconded the motion. Chairwoman Weldon asked if there were

any questions. Seeing there were none, Chairwoman Weldon asked for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 19-19

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor		1	
Commissioner Darlene Weldon	1		
Total	5	1	0

Resolution passed.

Ken Martin, Manager of Procurement then introduced Resolution 19-20 authorizing the Executive Director to execute a contract with Jovani Painting Services not to exceed \$100,000 to provide painting services for THA units on an as needed basis.

Chairwoman Weldon asked for a motion to move Resolution 19-20. Commissioner Raines moved the motion and the Commissioner Gray seconded the motion. Chairwoman Weldon asked if there were any questions. Seeing there were none, Chairwoman Weldon asked for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 19-20

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Darlene Weldon	1		
Total	6	0	0

Resolution passed.

Ken Martin, Manager of Procurement, introduced Resolution 19-21, Resolution 19-22, and Resolution 19-23 as a group. These 3 resolutions authorize the Executive Director to execute a contract with Job One Lawn & Landscape to provide lawn and landscape maintenance. The contract for Wilson and Haverstick Homes is not to exceed \$53,500 with a renewal option for the 2020 and 2021 seasons. The total 3-year contract will not exceed \$160,500; at Prospect Village and Frazier Courts not to exceed

\$49,087 with a renewal option for the 2020 and 2021 seasons. The total 3-year contract will not exceed \$147,261; and for Lincoln Homes not to exceed \$24,525 each year. The 3- year contract will not exceed \$73,575. Ken Martin, Manager of Procurement, recommended that the Board approve, Resolution 19-21 through Resolution 19-23.

Chairwoman Weldon asked for a motion to move Resolutions 19-21, 19-22, and 19-23 . Commissioner Raines moved the motion and the Commissioner Anderson seconded the motion. Chairwoman Weldon asked who is cutting the grass at the Senior buildings. Ken Martin stated that there were two sites, Senior Buildings and Donnelly, that were being done by our own employees. Chairwoman Weldon asked if there were any more questions. Seeing there are none, Chairwoman Weldon asked for the roll to be called and upon roll call the motion carried as follows:

RESOLUTIONs 19-21 through 19-23

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor		1	
Commissioner Darlene Weldon	1		
Total	5	1	0

Jelani B. Garrett, Executive Director, introduced Resolution 19-24 authorizing the Executive Director to retain a Risk Management Consultant to represent THA matters related to the NJ Public Housing Authority Insurance Fund. Director Jelani B Garrett provided a detailed explanation for this and furthermore the NJ Public Housing Authority Joint Insurance Fund (NJPHJIF) Bylaws indicate a fee not to exceed 6% of THAs assessment which is included in the cost paid to the NJPHJIF.

Chairwoman Weldon asked for a motion to move Resolutions 19-24 . Commissioner Raines moved the motion and the Commissioner Anderson seconded the motion. Chairwoman Weldon asked if there were any questions. Seeing there were none, Chairwoman Weldon asked for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 19-24

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Darlene Weldon	1		
Total	6	0	0

Resolution Passed.

Jelani B. Garrett, Executive Director, called on Ken Martin to introduce Resolution 19-25, a walk-on resolution.

Ken Martin, Manager of Procurement stated that Resolution 19-25 authorizes the Executive Director to execute a contract with VC Construction, LLC to modernize 6 units within Donnelly and Wilson Homes. He stated that the contract was previously awarded to the low bidder who subsequently was unable to enter into the contract. Therefore, the contract is being awarded to the next lowest bidder.

Chairwoman Weldon asked for a motion to move Resolution 19-25. Commissioner Fitzgerald moved the motion and the Commissioner Anderson seconded the motion. Chairwoman Weldon asked if there were any questions. Commissioner Taylor asked what the amount of the contract was, and Chairwoman Weldon asked if the contractor told us why he declined. Both questions were answered to their satisfaction. Chairwoman Weldon asked if there were any other questions. Seeing there were none, Chairwoman Weldon asked for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 19-25

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Darlene Weldon	1		
Total	6	0	0

Resolution passed.

This concluded the Report of the Secretary.

NEW BUSINESS

Commissioner Taylor stated she didn't know if this falls under new business, but she had questions related to the Finance Monthly Operations report, specifically, Security overtime, outstanding vendor and payroll checks, reporting on the high debt balance. Latrice Leggett, Finance Director, and Jelani B. Garrett, Executive Director addressed Commissioner Taylor's questions.

REPORT FROM THE CHAIR

Chairwoman Weldon stated that she hosted a Fish Fry on April 20, 2019 for the Seniors. She stated a video was provided and it would be placed on the website. She stated that she continues to hold the monthly bingos for the seniors. The bingos are held the 2nd Friday of the month from 7 to 9. Commissioner Raines asked if she would send out a reminder email on the dates and times.

PUBLIC COMMENT

Kenneth Hill, French Towers, stated the bushes over there are so high you can't see. He complained about the maintenance staff currently there. He complimented Fran Heaney saying she does one hell of a job.

Debra James, French Towers, complained about the condition of her bathroom sink. She stated that it is rusted and painted over, and she has spoke to Fran on the issue, but nothing is being done to address it. Mr. Garrett asked for her apartment number. She then asked what she has to do to get a one-bedroom apartment. Mr. Garrett told her to speak with Ms. Jerome about putting in a transfer request. She stated she did that and it was denied but she doesn't know why. Mr. Garrett stated it has to be a legitimate reason, for example, a medical issue. We don't typically transfer from an efficiency to a one bedroom just one's desire.

Charlotte Davis, 490 Hoffman Ave, complained about bedbugs. Stated that they are back in the community room again. Smoking – residents are still smoking refer in the building. The 1st and 7th floor are really bad. The ash tray in the front of the building should be removed. The benches in the courtyard were removed and the residents would like to get them back because they enjoy sitting out there in the nice weather. Mr. Garrett stated the benches will be put back.

Mr. Gene, French Towers, stated that the only issue who had was already brought up and that was the overgrown bushes. They are so high you can't even see a car passing.

Mr. Garrett stated that what we did today will address that issue. We brought on a landscaper contractor to handle our family sites so this will allow are guys to focus on Josephson, Abbott and French.

Samuel Jennings complained about the hot water. One day it is hot one day it is cold. He also complained about the bugs. Stated the exterminators only but down a gel and tell them not to spray anything. Sometimes you come home and need to spray the doorway just to get in. Mr. Garrett and Mr. Godfrey addressed the issue about the bugs stating that Public housing is the only one still using chemicals which is very harmful to humans. What we are doing now is going green by not using chemicals and using bait. When you spray, they run somewhere else, but with the bait they eat the bait go back to the nest and die.

Diane Fleming, French Towers, Apt 801 – complained about the bushes; the hot water works when it wants; she has water leaking in her bathroom sink and tub which still has not been addressed; and the smoking. She stated on Sunday she filled out an incident report because Mr. Lee verbally attacked her about bothering someone about smoking on the premises.

Pete Hart spoke on the smoking not being enforced and they are still smoking in the building and on the premises. The other thing is the noise. Residents are slamming the doors and making all kind of noise. I may be very sensitive because I get up very early because I drive a school bus, so I have to be alert, so the noise is my main issue.

Various residents were speaking at the same time with regards to the bugs. Mr. Garrett stated that we are going to be putting in new compactors so that should help address that issue.

Chairwoman Weldon stated this concludes the public comments and called for a voice vote to conclude the meeting. The voice vote carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Clifton Anderson	1		
Commissioner William Fitzgerald	1		
Commissioner Shenette Gray	1		
Commissioner John C. Raines	1		
Commissioner Kim Y. Taylor	1		
Commissioner Darlene Weldon	1		
Total	6	0	0

Public Session was adjourned at 6:30 p.m. and there was no Executive Session

Jelani B. Garrett.

Board of Commissioners
Housing Authority
of the
City of Trenton