

**REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF TRENTON
HELD WEDNESDAY, March 11, 2020 12:00 PM
ADMINISTRATION BUILDING, 875 NEW WILLOW STREET**

The meeting was called to order by Chairman, Clifton Anderson, 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: Lee Ingram, Gary Gentry, Kim Taylor, John C. Raines, Shenette Gray, Clifton Anderson, Commissioners; and Jelani B. Garrett, Secretary/Executive Director

LATE: Nikesia Dotts (12:09)

ABSENT:

Also Present: Grant Wright, Hill Wallack, LLP; Clifford Godfrey, Deputy Executive Director; Petrona Jerome, Asset Manager; Andrew Nwadike, Asset Manager, Audrey Walker, Manager of Admissions and Occupancy; Pamela Brooks, Manager of Resident Services; Kenneth Martin, Manager of Procurement & Contracts; Chrysti Huff, Redevelopment Project Manager; Darren "Freedom" Green, Community Liaison; Francine Nalbone, Human Resources Specialist, Fateema Kirk, Administrative Assistant.

Chairman Anderson asked for a motion to adopt the agenda. Commissioner Raines moved the motion to adopt the agenda for March 11, 2020; 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 Gentry	1		
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Commissioner Taylor	1		
Chairman Anderson	1		
Total	6	0	0

Chairman Anderson stated next is the approval of the minutes for the Regular Meeting and Executive Session Minutes held on February 12, 2020. Chairman Anderson then asked for a motion to move the minutes. Commissioner Raines moved the motion for approval of the minutes; Commissioner Gray

seconded the motion. Chairman Anderson asked if there were any questions, seeing there were none he asked for the roll to be called and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gentry			1
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Commissioner Taylor			1
Chairman Anderson	1		
Total	4	0	2

Minutes Approved.

Chairman Anderson then asked for the report of the Secretary.

Jelani B. Garrett, Executive Director/Secretary called upon Latrice Leggett, Finance Director to present Resolutions 20-09.

Latrice Leggett, Finance Director, introduced Resolution 20-09 authorizing the approval of disbursements in the amount of \$1,403,013.79 for February 2020.

Chairman Anderson stated he would take a motion for Resolution 20-09. Commissioner Raines moved the motion and Commissioner Dotts seconded the motion. Chairman Anderson asked if there were any questions. Seeing there were none, he asked for the roll to be called and upon roll call the motion carried as follows:

<u>RESOLUTION 20-09</u>			
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Dotts	1		
Commissioner Gentry	1		
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Commissioner Taylor	1		
Chairman Anderson	1		
Total	7	0	0

Resolution Passed.

Jelani B. Garrett, Executive Director/Secretary, called upon Kenneth Martin to present Resolutions 20-10 through 20-13.

Ken Martin, Manager of Procurement and Contracts, introduced Resolution 20-10 authorizing the Executive Director to enter into an agreement with Aprio, LLP for professional auditing services for the fiscal year ending December 31, 2019 as required by the Department of Housing and Urban Development (HUD).

Chairman Anderson stated he would take a motion for Resolution 20-10. Commissioner Dotts moved the motion and Commissioner Raines seconded the motion. Chairman Anderson asked if there were any questions. Seeing there were none, he asked for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 20-10

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Dotts	1		
Commissioner Gentry	1		
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Commissioner Taylor	1		
Chairman Anderson	1		
Total	7	0	0

Resolution Passed.

Ken Martin, Manager of Procurement and Contracts, introduced Resolution 20-11 authorizing the Executive Director enter into an agreement with three (3) Architectural and Engineering firms to provide services on an as needed basis as task orders arise during a one (1) year period.

Chairman Anderson stated he would take a motion for Resolution 20-11. Commissioner Gray moved the motion and Commissioner Raines seconded the motion. Chairman Anderson asked if there were any questions. Seeing there were none, he asked for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 20-11

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Dotts	1		
Commissioner Gentry	1		
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Commissioner Taylor			1
Chairman Anderson	1		
Total	7	0	0

Resolution Passed.

Kenneth Martin, Manager of Procurement and Contracts, introduced Resolution 20-12 authorizing the Executive Director to enter into an agreement with GE Appliances to provide for the periodic replacement of ranges and refrigerators.

Chairman Anderson stated he would take a motion for Resolution 20-12. Commissioner Dotts moved the motion and Commissioner Raines seconded the motion. Chairman Anderson asked if there were any questions. Commissioner Taylor asked if it was stoves only or does it include hook-ups. Ken Martin stated it included hook-ups. Chairman Anderson asked if there were any other questions, seeing there were none, he asked for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 20-12

Commissioner Dotts	1		
Commissioner Gentry	1		
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Commissioner Taylor	1		
Chairman Anderson	1		
Total	7	0	0

Resolution passed.

Kenneth Martin, Manager of Procurement and Contracts, introduced Resolution 20-13 authorizing the Executive Director to execute a contract with Job One Lawn & Landscape, LLC to provide lawn and landscaping maintenance services at Donnelly Homes in an amount not to exceed \$97,400.00 with a renewal option for the 2021.

Chairman Anderson stated he would take a motion for Resolution 20-13. Commissioner Gray moved the motion and Commissioner Dotts seconded the motion for Resolution 20-13. Chairman Anderson asked if there were any questions. Seeing there were none, he called for the roll to be called and upon roll call the motion carried as follows:

RESOLUTION 20-07

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Commissioner Anderson	1		
Total	4	0	0

Resolution Passed.

Jelani B. Garrett, Executive Director introduced Resolution 20-08 authorizing the Executive Director to execute a four (4) year contract between the Trenton Housing Authority and the Communication Workers of America.

Chairman Anderson stated he would take a motion for Resolution 20-08. Commissioner Raines moved the motion and Commissioner Ingram seconded the motion for Resolution 20-08. Chairman Anderson asked if there were any questions. Seeing there were none, he called for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 20-08</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Chairman Anderson	1		
Total	4	0	0

Resolution Passed.

Jelani B. Garrett, Executive Director/Secretary stated that this concludes his report.

Commissioner Raines stated he would like to make a comment on record. He congratulated Jelani B. Garrett and stated that he has sat on the Board for six years and this is the quickest he has seen the change and progress throughout the Housing Authority.

NEW BUSINESS

Chairman Anderson stated that the Trenton City Housing and Redevelopment Corporation has a vacant seat due to former Commissioner William Fitzgerald's resignation from the Board. The Trenton Housing Authority's of Board of Commissioners is required to appoint a Commissioner to fill the seat for the term which began January 2020 through January 2023. Chairman Anderson required a motion to nominate a Commissioner to fill the seat. Grant Wright, Legal Counsel stated that we cannot take that vote today because the law states we need two thirds of Commissioners present for the vote.

REPORT FROM THE CHAIR

There was nothing from the Chair this month.

PUBLIC COMMENT

Ms. Susan Pickett, resident of Josephson Homes, stated that she appreciated everything Trenton Housing Authority and the Board of Commissioners have done for the residents of Josephson Homes and the other senior buildings. She stated that she learned a lot and thanked everyone for putting up with her.

Kathy McBride, Council President, stated that she had two questions based on what she heard today. First, she stated she needed come clarity on the Section 3 piece over at Page Homes. She stated she needs to make sure that those numbers are in compliance with the Section 3 piece over there for the Trenton residents. Second, she wanted to know about the vacant seat on the Board. She stated that she was unaware that there was a vacant seat because she thought that Commissioner Lee Ingram was finishing out Mr. Fitzgerald's term. Mr. Grant Wright, legal counsel, stated that the vacant seat was not on this Board it is on a separate entity for one of the other project developments. Ms. McBride also stated that City Council was hosting a Black History month event at City Hall on February 28th beginning at 6:00 p.m. and wanted to invite all of seniors to attend. The Recreation Department is providing transportation in some areas. She stated that she has heard from the residents at Abbott and Josephson but has not heard from anyone at French Towers.

Audrey Walker, Admissions and Occupancy Manager, stated that she has been here for 37 years and has been through 6 different Directors. She has seen a lot but hasn't seen a lot happen for the residents until Mr. Parks. Following Mr. Parks was Wayne Lartigue who had many plans for the Authority. When Mr. Garrett came, he began to build on what Mr. Lartigue started. Under Mr. Garrett, it is about the needs of the residents. She wanted to come before the Board today and let the residents know that they have a great Director that puts their needs first.

Steven Hines, resident at French Towers, stated that he would like to thank the Board and staff for getting the hot water back on quickly. He stated that he is also looking forward to working with Trenton Housing Authority. He also stated that he will be taking Ms. Tossie's position as West Ward President.

Chairman Raines asked for a motion to close public session 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 Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Chairman Anderson	1		
Total	4	0	0

Chairman Anderson closed the public session.

Chairman Anderson stated that he has been working closely with Mr. Hines. They have previously come together and held Church at the French Towers senior building and held a Christmas event for all the seniors. He is looking forward to continuing to work closely together with Mr. Hines and the other seniors. He thanked Council President and everyone for coming out.

Chairman Anderson called for a motion to adjourn the meeting. Commissioner Raines moved the motion, and upon a voice vote the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gray	1		
Commissioner Ingram	1		
Commissioner Raines	1		
Chairman Anderson	1		
Total	4	0	0

Meeting was adjourned at 1:15 p.m.

Jelani B. Garrett.

Board of Commissioners
Housing Authority
of the
City of Trenton