

**REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF TRENTON
HELD WEDNESDAY, OCTOBER 13, 2021, 12:00 PM
ADMINISTRATION BUILDING, 875 NEW WILLOW STREET**

AN AUDIO RECORDING OF THE MEETING IS ON FILE WITH THE TRENTON HOUSING AUTHORITY

The meeting was called to order by Chairman 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: Clifton Anderson, Chairman, Darlene Weldon-Gordon, Vice Chair, John C. Raines, Sonya Wilkins, Kim Taylor, Commissioners; and Jelani B. Garrett, Secretary/Executive Director

ABSENT: Gary Gentry, Commissioner

LATE: Cherie Garrette, Commissioner

Also Present: David Truelove, Hill Wallack, LLP; Clifford Godfrey, Deputy Executive Director; Latrice Leggett, Finance Director; Pamela Brooks, Manager of Resident Services; Kenneth Martin, Manager of Procurement & Contracts; Chrysti Huff, Redevelopment Project Manager; Francine Nalbone, Human Resources Specialist, Amy Baldwin, Petrona Jerome, Keith Jones, Asset Managers, Audrey Walker, Manager of Admissions & Occupancy, Darren "Freedom" Green, Community Liaison

Chairman Clifton Anderson asked for a motion to adopt the agenda. Commissioner Raines moved the motion to adopt the agenda for September 8, 2021; the motion was seconded by Commissioner Weldon and upon roll call the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Garrette	1		
Commissioner Raines	1		
Commissioner Wilkins	1		
Commission Weldon	1		
Commissioner Taylor	1		
Chairman Anderson	1		
Total	6	0	

Agenda Approved

Commissioner Garrette inquiries about availability of Meeting Minutes from June and September. Executive Director, Garrett responds to inquiries.

Chairman Clifton Anderson stated next is the approval of the minutes for the Regular Meeting held on September 8, 2021. Commissioner Weldon moved the motion for approval of the minutes; Commissioner Wilkins seconded the motion.

There were no questions following the Approval of Minutes, Executive Director Garrett asked for the roll to be called and the motion carried as follows:

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Garrette	1		
Commissioner Taylor	1		
Commissioner Raines	1		
Commissioner Wilkins	1		
Vice Chairperson Weldon	1		
Chairman Anderson	1		
Total	6	0	

Minutes Approved.

Chairman Anderson asked for the report of the secretary.

REPORT OF SECRETARY

Jelani B. Garrett, Secretary/Executive Director, called upon Latrice Leggett, Finance Director, to introduce Resolution 21-32.

To qualify for prompt payment discounts, to maintain a positive credit rating and positive vendor relationships, Latrice Leggett recommends approval of disbursements for September 2021 in the amount of \$1,035,524.76 (GF).

Chairman Anderson asked for a motion to move Resolution 21-32. Vice Chairperson Weldon moved the motion and Commissioner Wilkins seconded the motion. Chairman Anderson asked if there were any questions. Commissioner Garrette asked when she will receive the documents, she requested via email to Executive Director Garrett. The discussion about obtaining the documents persisted.

Chairman Anderson 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 Garrette	1		
Commissioner Raines	1		
Commissioner Wilkins	1		0
Vice Chairperson Weldon	1		

Commissioner Taylor	1		
Chairman Anderson	1		
Total	6	0	0

A discussion pursued on the passing of Resolution 21-32. As a result of said discussion, Commissioner. Resolution passed.

Jelani B. Garrett, Secretary/Executive Director, introduced Resolution 21-33, authorization to finalize the

Vice Chairperson Weldon asked for a motion to move Resolution 21-24. Commissioner Gentry moved the motion and Commissioner Raines seconded the motion. Vice Chairperson Weldon asked if there were any questions. Seeing there were none, she asked for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 21-24</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gentry	1		
Commissioner Raines	1		
Commissioner Wilkins	1		
Vice Chairperson Weldon	1		
Total	4	0	0

Resolution passed.

Jelani B. Garrett, Secretary/Executive Director, introduced Resolution 21-25, approval of disbursements for July 2021 in the amount of \$899,720.77 (\$795,556.27 and CF \$104,114.50).

Vice Chairperson Weldon asked for a motion to move Resolution 21-25. Commissioner Wilkins moved the motion and Commissioner Raines seconded the motion. Vice Chairperson Weldon asked if there were any questions. Seeing there were none, she asked for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 21-25</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gentry	1		
Commissioner Raines	1		
Commissioner Wilkins	1		
Vice Chairperson Weldon	1		
Total	4	0	0

Resolution passed.

Jelani B. Garrett, Secretary/Executive Director, introduced Resolution 21-26 authorizing the adoption of the 2021 budget previously approved on December 9, 2020.

Vice Chairperson Weldon asked for a motion to move Resolution 21-26. Commissioner Raines moved the motion and Commissioner Wilkins seconded the motion. Vice Chairperson Weldon asked if there were any questions. Seeing there were none, she asked for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 21-26</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gentry	1		
Commissioner Raines	1		
Commissioner Wilkins	1		
Vice Chairperson Weldon	1		
Total	4	0	0

Resolution passed.

Jelani B. Garrett, Secretary/Executive Director, introduced Resolution 21-27 authorizing the Executive Director to execute an agreement with Charles Marandino, LLC for sidewalk and curb upgrades Authority wide.

Vice Chairperson Weldon asked for a motion to move Resolution 21-27. Commissioner Gentry moved the motion and Commissioner Raines seconded the motion. Vice Chairperson Weldon asked if there were any questions. Seeing there were none, she asked for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 21-27</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Gentry	1		
Commissioner Raines	1		
Commissioner Wilkins	1		
Vice Chairperson Weldon	1		
Total	4	0	0

Resolution Passed

Jelani B. Garrett, Secretary/Executive Director, introduced Resolution 21-28 authorizing the Executive Director to execute an agreement with Standard Elevator Corporation to upgrade the elevator at the Abbott Apartments.

Note: Commissioner Garrette returned to the meeting.

Vice Chairperson Weldon asked for a motion to move Resolution 21-28. Commissioner Raines moved the motion and Commissioner Gentry seconded the motion. Vice Chairperson Weldon asked if there were any questions. Seeing there were none, she asked for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 21-28</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Garrette	1		
Commissioner Gentry	1		
Commissioner Raines	1		
Commissioner Wilkins	1		
Vice Chairperson Weldon	1		
Total	5	0	0

Resolution Passed.

Jelani B. Garrett, Secretary/Executive Director, introduced Resolution 21-29 authorizing the Executive Director to execute and Agreement with NDP Construction for the Administration Building interior upgrades.

Vice Chairperson Weldon asked for a motion to move Resolution 21-29. Commissioner Raines moved the motion and Commissioner Gentry seconded the motion. Vice Chairperson Weldon asked if there were any questions.

Commissioner Garrette asked a question regarding the cost.

Executive Director Garrett responded.

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

	<u>RESOLUTION 21-29</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Garrette	1		
Commissioner Gentry	1		
Commissioner Raines	1		
Commissioner Wilkins	1		
Vice Chairperson Weldon	1		
Total	5	0	0

Resolution Passed.

Jelani B. Garrett, Secretary/Executive Director, introduced Resolution 21-30, authorizing membership in the New Jersey Public Housing Authority Joint Insurance Fund.

Vice Chairperson Weldon asked for a motion to move Resolution 21-30. Commissioner Raines moved the motion and Commissioner Garrette seconded the motion. Vice Chairperson Weldon asked if there were any questions.

Commissioner Garrette had a question regarding the premium.

Executive Director Garrett responded.

Commissioner Garrette then asked if there was a cost to renew the membership.

Executive Director Garrett responded.

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

	<u>RESOLUTION 21-30</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Garrette	1		
Commissioner Gentry	1		
Commissioner Raines	1		
Commissioner Wilkins	1		
Vice Chairperson Weldon	1		
Total	5	0	0

Resolution Passed.

Jelani B. Garrett, Secretary/Executive Director, introduced Resolution 21-31, authorizing the Executive Director to execute the Indemnity and Trust Agreement fir the New Jersey Public Housing Authority Joint Insurance Fund.

Vice Chairperson Weldon asked for a motion to move Resolution 21-31. Commissioner Gentry moved the motion and Commissioner Raines seconded the motion. Vice Chairperson Weldon asked if there were any questions. Seeing there were none, she asked for the roll to be called and upon roll call the motion carried as follows:

	<u>RESOLUTION 21-31</u>		
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Garrette	1		
Commissioner Gentry	1		
Commissioner Raines	1		
Commissioner Wilkins	1		
Vice Chairperson Weldon	1		
Total	5	0	0

Resolution Passed.

Commissioner Garrette stated she had a question on Resolution 21-26 and 21-27 that she wanted on the record. She stated that she emailed the Chair and the Executive Director with questions and she will be meeting with the Executive Director next week. She also needed clarity on Resolution 21-26, the budget which was previously approved in December 2020.

Executive Director Garrett responded to her question.

Commissioner Garrette stated there was no problem with Resolution 21-27 because she already noticed that the bid went out for this.

NEW BUSINESS

Vice Chairperson Weldon stated that the Board meetings were becoming too long so she decided that we need to do a retreat. Commissioner Raines stopped her to ask about a walk on resolution. Executive Director Garrett stated there was a walk on resolution and the idea was to go into Executive Session for that. Vice Chair Weldon decided that the walk on resolution would be tabled until a later time.

Vice Chair Weldon went on to say that when Chairman Anderson and Commissioner Taylor we will set up a date for a retreat. She stated she already has a date in mind for a retreat which would be October 16th. She stated that she would like everyone to be October 16th on their calendar for them to have a retreat.

Commissioner Garrette asked what day October 16th was and Vice Chair Weldon stated it was a Saturday. Commissioner Garrette stated that this is something that should have been emailed so that when the came to the meeting they could have a meeting of the minds. There were additional questions/remarks regarding the presenter. It was stated that this is something that should be discussed in Executive Session. Commissioner Raines stated that this becomes under the purview of personnel and should be discussed in Executive Session.

REPORT FROM THE CHAIR

There was no report from the Chair.

PUBLIC COMMENT

Vice Chairperson Weldon asked if there was anyone from the public that would like to speak. Since there was no request to speak the public session was closed.

Vice Chairperson stated that at this time we will adjourn this meeting. She asked that all who were in favor say Aye.

	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINS</u>
Commissioner Garrette	1		
Commissioner Gentry	1		
Commissioner Raines	1		
Commissioner Wilkins	1		
Vice Chairperson Weldon	1		
Total	5	0	0

Jelani B. Garrett.

Board of Commissioners
Housing Authority
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City of Trenton