

MINUTES FROM A REGULAR MEETING ON MARCH 15, 2012

The Regular Meeting of the Board of Commissioners was called to order at 6:10 p.m. on March 15, 2012 in the Community Room at Washington Manor, 340 Thomas Blvd, Orange, New Jersey.

The Executive Director advised that all requirements of the Sunshine Law were met.

A roll call was taken as follows:

Present

Chairman Clifford Ross

Vice Chairman Ernest Williams

Commissioner Lillie Davis

Commissioner Evelyn Hudson

Commissioner Coram Rimes

Commissioner Joseph Juliano

Absent

Commissioner David Rossi

Also Present

Walter D. McNeil, Jr. Executive Director

Ernest Booker, Esq., Feinstein, Raiss, Kelin & Booker

Several Tenants

Several Employees

The Pledge of Allegiance was said

Chairman Ross called for a motion to adopt the agenda. Commissioner Williams moved to adopt the agenda. Commissioner Juliano seconded the motion.

Chairman Ross called for discussion?

No discussion.

A roll call was taken.

All Commissioners voted in favor.

Chairman Ross said he has a brief announcement. The Board had a retreat last Thursday, Friday and Saturday. It was a world worth wild retreat where we talked about policies and procedures, mission and vision and how to make this Housing Authority run more efficient and how to make

your living conditions and your quality of life here at Washington Manor much better. I want to say we're here to make things better.

Treasurer's Report

Mr. McNeil said a few months ago he spoke about in terms of revenue it's up about 2% based on what it should be. We collected \$8,044,000.00, which means there's about \$164,000.00 more than what we said we were going to bring in as of January 2012. Mr. McNeil said you may see in some areas the expenditures is over the bottom line is when you look at the year to date actual expense there is a net cash flow of about \$985,000.00. Mr. Polcari, Accountant for the Agency met with the Finance Committee, he said to be aware that there is revenue that we collected in voucher money over the amount of money that we were supposed to spend. Our Voucher Program is working diligently. They had a briefing today and they're going to have another soon to try to utilize this money. He said we have a budget of 741 units to lease up. Starting January 1, 2012 HUD has reduced the administrative fees. Even with some of the cut backs he said you'll see we manage to bring in additional money to the Housing Authority.

Chairman Ross wanted to know if Commissioner Rimes and Commissioner Hudson also meet with Mr. Polcari.

Commissioner Hudson said yes and that they will be meeting with him each quarter going forward. She said from a financial prospective he indicated that the Housing Authority is doing well as Director Mr. McNeil mentioned. We are operating on a positive side. He did mention as we go into the fiscal year and we start to develop income from our programs he suggested to make sure were using the money wisely

Chairman Ross said can you give the board a brief update on the new development.

Mr. McNeil said the other day we got authorization to move in the first 15 people. We've been recruiting heavily. He said we received over 150 applications for that development. The City has not officially got approval from the DEP to do the pump station so it fell back on us. The DEP finally agreed to allow us to move the 15 people and because they believe we wouldn't be changing the flow as much. Mr. McNeil said when the City is authorized to use the new pump station then we could move other people in. We're also looking to have the Certificate of Occupancy for the family units by April 1, 2012. The City has promised that it would be about 3 weeks. Mr. McNeil said it's imperative that we get it going, we have a penalty clause.

Public Session

Hassan Abdul Rasheed, Councilman said who would you speak to in regards to the water pump station.

Mr. McNeil said Valarie Jackson

Councilman Rasheed said in regards to Resolution No.5161-12 can Joanne e-mail that to me

Mr. McNeil replied yes.

Linda Bell Jones, tenant of 340 Thomas Blvd., Apt. 10-J said we need to meet about the Tenant Association budget.

Mr. McNeil said yes we need to talk about how we're going to operate and the educational programs for our residents.

Resolutions

Chairman Ross called for a motion to adopt Resolution No. 5160-12 Resolution of the Board of Commissioners of the Housing Authority of the City of Orange Approving Bills Resolution No. 1837. Commissioner Davis moved to adopt. Commissioner Juliano seconded. Chairman Ross called for discussion?

Chairman Ross asked what's the administration fee for the bank of New York.

Mr. McNeil said in 1970 HUD took out a loan from the Bank of New York. We have to pay the servicing fee.

Chairman Ross said what is the annual life hazard use fee?

Mr. McNeil said that's the State Division of Fire Safety. We have to pay that in order to operate this building.

Chairman Ross said Co-Generation bill. I thought we were going to get bought out?

Mr. McNeil said we had a change in engineers at the HUD office. No one wants to touch this. Essentially what they want us to resubmit the whole package. Mr. McNeil said it's been a year and he thinks its \$20,000.00 to buyout. Mr. McNeil said if you want to buy them out then he will do so.

Chairman Ross said we need to look into this.

A roll call was taken

All Commissioners voted in favor

Chairman Ross called for a motion to adopt Resolution No. 5161-12. Resolution of the Board of Commissioners of the Housing Authority of the City of Orange Adopting the Vision and Mission Statements for the Housing Authority of the City of Orange. Commissioner Davis moved to adopt. Commissioner Hudson seconded.

Chairman Ross called for discussion?

No discussion

A roll call was taken

All Commissioners voted in favor

Chairman Ross called for a motion to adopt Resolution No. 5162-12 Resolution of the Board of Commissioners of the Housing Authority of the City of Orange Entering into a Contract with C2EM Urban, LLC to perform Demolition/Environmental Engineering Services for Oakwood Avenue Development. Commissioner Hudson moved to adopt. Commissioner Davis seconded. Chairman Ross called for discussion?

Commissioner Rimes said I think there should be an addendum

Mr. McNeil said if you want to we can. Subject to the Housing Development Corporation during the corresponding agreement and agreeing to pay for this through the NSP3 grant.

Commissioner Ross said we had three contractors that bided for this.

Mr. McNeil said we received 5 proposals; they were the lowest at \$19,600.00. Mr. McNeil said to remember this is the Engineer, Mr. Maurice Brown, who helped us out with the stand pipes. I consider him a local contractor. He's done some work for Newark Housing Authority.

Chairman Ross said is his survey going to include the whole area and the areas we don't have control over.

Mr. McNeil said he has to. He's going to prepare cost estimates, identify all environmental requirements, prepare a demolition plan, and detail specifications with time line responsibilities and methods of compliance to ensure a compliant demolition.

A roll call was taken.

All Commissioners voted in favor

Chairman Ross called for a motion to adopt Resolution No. 5163-12 Resolution of the Board of Commissioners of the Housing Authority of the City of Orange Authorizing the Reduction of Administrative fee payments to receiving Housing Authorities. Commissioner Juliano moved to adopt. Commissioner Hudson seconded.

Chairman Ross called for discussion?

Marianna DeVincentis, Program Director said HUD cut the money that they had given us; we cut the money we give to other Housing Authorities.

A roll call was taken.

All Commissioners voted in favor

Chairman Ross called for a motion to adopt Resolution No. 5164-12 Resolution of the Board of Commissioners of the Housing Authority of the City of Orange Changing preferences for a 6 month period to offer vouchers for needy Senior Citizens on the waiting list. Commissioner Hudson moved to adopt. Commissioner Davis seconded.

Chairman Ross called for discussion?

No discussion.

A roll call was taken.

All Commissioners voted in favor

Chairman Ross called for a motion to adopt Resolution No. 5165-12 Resolution of the Board of Commissioners of the Housing Authority of the City of Orange Approving the Annual Budget for fiscal year ending 2013. Commissioner Hudson moved to adopt. Commissioner Davis seconded.

Chairman Ross called for discussion?

No discussion.

A roll call was taken.

All Commissioners voted in favor

New Business

Vice Chairman Williams said he like to suggest that were going through these phases of purchasing properties we should have a how to do business with the Orange Housing Authority to encourage local contractors to participate and know exactly what they need.

Mr. McNeil said we can do that and can you appoint a group of Commissioners to work with me on this.

Commissioner Ross said Commissioner Williams and Commissioner Juliano will help.

Commissioner Hudson asked if we started planning the golf outing?

Mr. McNeil said I spoke to a consultant yesterday who I want to consider in terms of doing the event for us. I wrote up plans for the golf outing. I have a phone conference scheduled with the young lady on Monday to see if the price is right. We should have a committee to guide the consultant and myself on doing the outing. There was very positive feedback about the last outing. There were also come comments about the cost.

Chairman Ross called for a motion to adjourn the meeting. Commissioner Juliano moved to adjourn the meeting. Commissioner Williams seconded.

Chairman Ross called for a discussion?

No Discussion

A roll call was taken.

All Commissioners voted in favor.

The meeting was adjourned at 7:44 p.m.

Respectfully submitted,

Walter D. McNeil, Jr.
Secretary/Treasurer