



**RESOLUTION OF THE HOUSING AUTHORITY  
OF THE TOWNSHIP OF IRVINGTON**

**RESOLUTION #2020-001**

**APPROVING THE MINUTES FOR THE REGULAR BOARD MEETING  
HELD ON DECEMBER 11, 2019**

Commissioner \_\_\_\_\_ presents the following Resolution and makes the motion

Commissioner \_\_\_\_\_ 2<sup>nd</sup> the motion on the following Resolution

WHEREAS, the Irvington Housing Authority Board of Commissioners met on December 11 2019 for the Regular Board Meeting; and

WHEREAS, the December 11, 2019, Regular Board Meeting Minutes were delivered to the IHA via e-mail on January 6, 2020; and

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF IRVINGTON, COUNTY OF ESSEX, STATE OF NEW JERSEY,** that Resolution #2020-001 (Approving the Minutes for the Regular Board Meeting held on December 11, 2019, are approved and accepted.

**YES      NO      ABSTAIN      ABSENT**

Commissioner Sean Evans	_____
Commissioner Magalie Lamy-Lockhart	_____
Commissioner Zorana Figueroa	_____
Commissioner Andre L. Francis III	_____
Commissioner Anna Scott	_____
Commissioner Annette L. Beasley	_____
Commissioner Darlene Brown	_____

I certify that this is a true copy adopted by the Board of Commissioners of the Housing Authority of the Township of Irvington at the Regular Board Meeting held on Wednesday, 8<sup>th</sup>, day of January, 2020.

\_\_\_\_\_  
Carmelo G. Garcia, Secretary  
Executive Director

\_\_\_\_\_  
Darlene Brown  
Chairperson/Board of Commissioners

IRVINGTON HOUSING AUTHORITY  
REGULAR BOARD MEETING  
Wednesday, December 11, 2019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF IRVINGTON, HELD ON, WEDNESDAY, DECEMBER 11, 2019, CONVENING AT 5:20 P.M. AT 624 NYE AVENUE, IRVINGTON, NEW JERSEY, 07111.

**I. OPEN PUBLIC MEETINGS ACT/READING OF SUNSHINE LAW**

I, Darlene Brown, Chairperson of the Board of Commissioners of the Housing Authority of the Township of Irvington and presiding officer at this meeting do hereby state that it is now 5:20 p.m. on December 11, 2019, and we are now convening at 624 Nye Avenue, Irvington, New Jersey. And I do hereby announce publicly that notice of this regular meeting has been provided in accordance with the law, that notice of same containing date, time and location was delivered or telephoned to the Irvington Herald or Star Ledger and also filed with the Municipal Clerk of the Township of Irvington and that formal action may be taken if said adequate notice has not been provided.

**II. ROLL CALL**

CARMELO G. GARCIA: Commissioner Evans? He is present.

CARMELO G. GARCIA: Commissioner Lockheart?

COMMISSIONER LOCKHEART: Yes.

CARMELO G. GARCIA: Commissioner Figueroa?

COMMISSIONER FIGUEROA: Here.

CARMELO G. GARCIA: Commissioner Francis, III?

COMMISSIONER FRANCIS, III: Present.

CARMELO G. GARCIA: Commissioner Scott?

COMMISSIONER SCOTT: Here.

CARMELO G. GARCIA: Vice Chairwoman Beasley?

VICE CHAIRWOMAN BEASLEY: Present.

CARMELO G. GARCIA: Chairwoman Brown?

CHAIRWOMAN BROWN: Present.

**III. SALUTE TO THE FLAG/PLEDGE OF ALLEGIANCE**

### III. PUBLIC PORTION

**GABRIELLE ALI (phonetic):** Gabrielle Ali, 624 Nye Avenue, Apartment 2D. Mr. Ali stated he had a couple of issues, one was the garbage not being put in the chutes properly. Secondly, Mr. Ali stated the community room was cleaned up by Miss Nash and one can't ask for more than that and she does an excellent job. Also she bought an ornament to make the floor look beautiful.

**JEAN LEE:** Jean Lee, Apartment 8O, 624 Nye Avenue. Ms. Lee said she stays in her apartment until things get changed about the TV. She added somebody is slamming the door when she is home all day, all night and then the hallway door is still closed. She said she knows they just did inspection, but the floor "stinks" badly.

**JOSEPH C. EPPS, JR.:** Joseph C. Epps, Jr., 624 Nye Avenue, Apartment 7A. Mr. Epps stated he met with Mr. Garcia last Tuesday and he would like an update regarding the fire calls. He stated there were a number of calls and the fire department was here last Saturday and stated they don't get notification, other than someone calling them to verify.

Secondly, Mr. Epps said in terms of notifications, he asked if those who have e-mails could receive notifications about whatever activities management is planning.

Thirdly, Mr. Epps said he had a meeting earlier today about the effect of linear regression, quantitative and qualitative analysis in relation to capital markets and the influence that news has on them. He said that reminded him of a comment by Ms. Scott made at the last meeting about hearing good news. Mr. Epps said they have invited and made commissioners aware of events and activities that many residents have, the Café Harmony, celebrations that they have had the past two years.

He said in keeping with that, every Friday they have a resident who gets up, goes out and serves at a church and brings food back that is then distributed to residents throughout the community. They also have residents who work as a team to insure that that food is distributed to residents. The last Wednesday of every month they have a group of residents in building 624 and from the community that work together to insure that the community food bank distribution does happen. They also have other activities. He asked that the commissioners come out and participate and see what it is that the residents are doing and are involved with.

**NANCY POWELL:** Nancy Powell, Apartment 2N, 624 Nye Avenue. Ms. Powell stated she talked to Mr. Garcia and Ms. Lucy on many occasions about the things she tries to do here. She said she has been here five years. She said a person had a half a foot amputated and she stayed with him and pushed him and now he finally he can wear two shoes now.

Ms. Powell added that James in 8N. She said she cleaned out his system within the last three years and he's doing much better. She said another gentleman was on dope over 43 years, had no top teeth and had hepatitis C. She told him there was a commercial on TV that said get in touch with your primary care doctor, it will clear it up. Within four months, he has his top teeth and he doesn't need the dope anymore as of 2018.

She said another young lady was always going through panic attacks, going to the hospital all the time. For the last six months she hasn't been to the hospital. And another gentleman had lost his wife, he lost his son and he crawled into shell and became introverted very deeply. She said he called her on the phone and asked what reason do I have to live anymore and Ms. Powell told him he had a lot to live for. She said she got him out of that shell and now he doesn't have those thoughts anymore.

Ms. Powell said another gentleman has prostate cancer. Staying with him, he was in the hospital two or three times a month and now he hasn't been for about four to six months. She said the work she does, she tries her best to help. Having breakfast for the guys and dinner for the guys, giving them a talk to open up, making for a better life. She said she was proud she has done that.

Ms. Powell said the negative part was the pool table. She said she sits and watches TV, they're playing pool. She said she did not have a problem with that. She said the issue is it got out of hand. She said they think they're at a pool hall and she has brought it to their attention on many occasions. She said they tell her if you don't like it, go up to your apartment, leave. They say this is the way men talk in a pool hall. She said she told them they are not in a pool hall, they are in a community center's room which is senior citizen and disabled persons. She said it is a matter of respect. She spoke of the disrespect for woman and others in the room.

**LORRAINE DANIELS:** Lorraine Daniels, 624 Nye Avenue, Apartment 10G. Ms. Daniels stated she had a very nice Thanksgiving and the church that came and provided the very delicious food.

She said she wanted to thank them for the laundry carts. She wants them to get a laundry vending machine that uses dollar bills instead of five-dollar bills.

Ms. Daniels said the stairwell that is being painted and the doors, she has noticed that some of the doors are sticky. She said in an emergency that may cause a problem for elderly people. She said the doors need to be checked and the ones that are stuck, need to be unstuck.

Ms. Daniels said over the weekend there was a situation where someone was cooking and they burned their food. She said she heard the fire department come in, but she didn't hear any alarms going off. She said when the fire department came, she came downstairs because she thought someone was stuck in an elevator and the fire department told her and others that were there that the fire system was not working. They also told the security. She said it ended up that meant that there would have to be a fire watch, which meant that every hour someone had to walk the halls in order to check and make sure there were no fires. Ms. Daniels asked why was that system not working. She felt that residents' lives were in jeopardy.

Ms. Daniels said she noticed somebody walking around slamming the doors as they went through each one on each floor, but that was only one time.

She added since they do not have a social worker, she feels it needs to be looked into to have protection services come as they have a lot of disturbed tenants who are walking around or are in their apartments doing things that she can't mention. She said they need someone here to look in on the tenants who are not all that healthy.

Ms. Daniels asked when are the officers going to be installed? She said the last election they had everyone up and had certificates, but they voted back in April and we have yet to be installed.

#### **IV. COMMISSIONERS' REMARKS**

##### **COMMISSIONER FRANCIS, III:**

He reserved his remarks to the Chair.

##### **COMMISSIONER LOCKHEART:**

She said she hoped everyone had a lovely Thanksgiving and she holds all her remarks to the Chair.

##### **COMMISSIONER SCOTT:**

She said she had no remarks at this time.

##### **COMMISSIONER FIGUEROA:**

She said she hoped everyone enjoyed Thanksgiving. She said she thought what just happened was kind of rude, because the only way we can solve things is that we communicate, but that was unprofessional, very rude.

##### **VICE CHAIRWOMAN BEASLEY:**

She said the first thing she would like to get information about some things going on in the building. She asked who are you getting the information from? Is it a reputable source or is it just another tenant saying what they heard? Word of mouth?

And secondly, the social reference, they have had a group come here that had an office upstairs and the residents wouldn't allow them to do a thing. They had the doctors, they had the services, but when the residents kind of shut people out, saying you don't want their help, and then you constantly come before us saying we need it, we need it. She said they worked three years to get them in here, but nobody wants their help. She said something like that, you kind of push a person away or a group away, but you still need those services, but you won't allow them to help you.

She said she would leave the rest of the comments for after the director gives his report.

##### **CHAIRWOMAN BROWN:**

She said all the commissioners work as a team and they communicate with each other. So if somebody hears something, let them know.

#### **V. EXECUTIVE DIRECTOR'S REMARKS**

Mr. Garcia stated none of this makes his day better. He said he had to compliment for

getting the space ready for the commissioners and the residents here.

He said they have a solid agenda and they are going to over those matters, but he wants to remind everyone that on December 18th they are having a dinner here for our canvas wide residents and that is the annual holiday Christmas dinner. And then on the 19th, they are having a toy drive for the kids in building 81.

Mr. Garcia thanked Mr. Ali for reminding us that Ms. Nash takes pride on the second floor and they appreciate the decorations.

He said the Manager and Assistant Manager of the building are here so they can address some of the things. He said regarding the TV, they are still going through the changes for the community room that's going to be renovated and they are going to eventually alter where that TV is going to be situated.

He stated regarding the doors, they are now getting his staff and an outside locksmith that can teach them how to tighten the hinges to the doors. He said what's happened is that over the years these doors have never really been WD40 greased or they haven't been attended to, so there are problems with the hinges and the doors slam.

Regarding Mr. Epps and the fire matters, he said these systems in which they have been investing a lot of money in replacing these archaic and obsolete systems and the maintenance on these fire alarm panel system for this building and for others, we are they replacing 141, which is not fully functional yet, but it's a new fire alarm system over there. There is 101, where they have their engineer and are soliciting the proposals to go over that emergency procurement to replace the entire fire alarm panel system which is 90 to \$110,000 in each building, which is an investment of \$200,000.

He said for 641, they have already given the purchase order to City Fire to replace this panel. He reminded everyone that this panel was working. He said they have trouble signals and sometimes the tenants remove the smoke head, sometimes tenants smoke in the hallways and then to shut the fire smoke detector off they tamper with it and damage it. One person was installing things into the smoke head and damaged the fire smoke detector. He said when they find out about things like that, they immediately move into action and they file for emergency procurement to remedy and abate the problem.

He added they supply the fire watch logs and are compliant with making sure that whether it be security or whether it be maintenance staff or the management staff in the building, they are having a fire watch when they are aware that the fire panel is down. The equipment goes down, there is a life cycle to the equipment and no one has ever invested in modernizing the equipment and this equipment is 15 years old.

Regarding notification by e-mail of activities, Crystal has been doing that to all the officers and that's who they are going to continue to send the information to. He said they had a good meeting with all the officers, the president and the vice-president and they went through a lot of things, the future.

Regarding the pool table, they had a pool table come in at the shipping station. December 17th it is being delivered. He said they do have the pool cues and other items.

Regarding the cursing in the meeting room. Mr. Garcia stated one of the things that came up was maybe he could leave the microphones on so that everybody could hear

people's file mouths. So that might be a remedy. He said if people can't contain their mouths and be respectful of others and really provide for a respectful, safe environment, then maybe they will do something out of the box creatively and maybe they will leave the microphone system on so that people can hear how some people are talking.

Regarding officers to be installed, thank you for reminding us. He's going to ask about dispensing machine to see if they can look on that as well. The officers were to be installed at the dinner on the 18th and that is what was discussed.

**MR. CARMELO G. GARCIA:**

**VI APPROVAL OF MINUTES**

1. 2019-87 RESOLUTION APPROVING THE MINUTES FOR NOVEMBER 2019 MEETING

A motion to approve was made by (name not given), seconded by (name not given).

**ROLL CALL:**

**YES:** Commissioner Francis, III, Commissioner Scott, Commissioner Lockheart, Commissioner Figueroa, Vice-Chairwoman Beasley, Chairwoman Brown

**VII APPROVAL OF BILLS**

1. 2019-88 APPROVAL OF MONTHLY BILLS OF \$377,554.48 FOR THE MONTH OF NOVEMBER

A motion to approve was made by (name not given), seconded by (name not given).

**ROLL CALL:**

**YES:** Commissioner Lockheart, Commissioner Figueroa, Commissioner Francis, III, Commissioner Scott, Vice-Chairwoman Beasley, Chairwoman Brown

**VIII RESOLUTIONS:**

1. 2019-89 AUTHORIZING ACCOUNTING SERVICES NOT TO EXCEED \$38,400

Remarks: Bear in mind that they are always looking for ways to save money. They met with the accountant and advised them that while they got the accounting interim CFO which was a package of \$65,000, but they are looking to reduce that amount in 2020 and that's why there's a decrease. So the most they are going to pay for an interim CFO would be about \$12,000, not to exceed \$50,000 in total for anything outside their scope of work.

A motion to approve was made by (name not given), seconded by (name not given).

**ROLL CALL:**

**YES:** Commissioner Francis, III, Commissioner Lockheart,  
Commissioner Scott, Commissioner Figueroa,  
Vice-Chairwoman Beasley, Chairwoman Brown

2. 2019-90 ACCEPTING AND APPROVE CDR AND ASSOCIATES FOR THE ADMINISTRATION SERVICES OF VOUCHER PROGRAM NOT TO EXCEED \$209,542 AT A 90 PERCENT OF HUD'S ADMIN FEE

Remarks: This company came in with the best package and best possible deal for IHA and they are the current administrator for our subsidy program.

A motion to approve was made by (name not given), seconded by (name not given).

**ROLL CALL:**

**YES:** Commissioner Lockheart, Commissioner Francis, III,  
Commissioner Scott, Commissioner Figueroa,  
Vice-Chairwoman Beasley, Chairwoman Brown

- 3.. 2019-91 ACCEPTING AND AWARDING TO HERPS (phonetic) AND LUCIANO (phonetic) TO PROVIDE AD SERVICES IN LIEU PENONI (phonetic) WHO RESCINDED THEIR AWARD TO IHA

Remarks: Basically these are the rotation of our architects and engineers, so IHA is rescinding the award previously to Penoni and adding the A&E firm of Herps and Luciano.

A motion to approve was made by (name not given), seconded by (name not given).

**ROLL CALL:**

**YES:** Commissioner Lockheart, Commissioner Francis, III,  
Commissioner Scott, Commissioner Figueroa,  
Vice-Chairwoman Beasley, Chairwoman Brown

4. 2019-92 ACCEPTING THE ANNUAL BOARD MEETING SCHEDULE FOR 2020.

A motion to approve was made by (name not given), seconded by (name not given).

**ROLL CALL:**

**YES:** Commissioner Lockheart, Commissioner Francis, III,  
Commissioner Figueroa, Commissioner Scott,  
Vice-Chairwoman Beasley, Chairwoman Brown

5. 2019-93 APPROVING AND ACCEPTING THE YEAR 2020 HOLIDAY SCHEDULE



A motion to approve was made by (name not given), seconded by (name not given).

**ROLL CALL:**

**YES:** Commissioner Lockheart, Commissioner Francis, III,  
Commissioner Figueroa, Commissioner Scott,  
Vice-Chairwoman Beasley, Chairwoman Brown

6. 2019-94 ACCEPT AND APPROVE THE ACCOUNTING POLICY

A motion to approve was made by (name not given), seconded by (name not given).

**ROLL CALL:**

**YES:** Commissioner Lockheart, Commissioner Francis, III,  
Commissioner Figueroa, Commissioner Scott,  
Vice-Chairwoman Beasley, Chairwoman Brown

7. 2019-95 APPROVING AND ACCEPTING THE MAINTENANCE POLICY

A motion to approve was made by (name not given), seconded by (name not given).

**ROLL CALL:**

**YES:** Commissioner Francis, III, Commissioner Lockheart,  
Commissioner Figueroa, Commissioner Scott,  
Vice-Chairwoman Beasley, Chairwoman Brown

8. 2019-96 APPROVING AND ACCEPTING THE IHA WAITING LIST

Remarks: IHA opened up the wait list for a studio and one bedroom apartment on December 10, it was advertised for several weeks so that members of the public who were interested in applying for housing with IHA could come get an application and submit it. They now have an IHA waiting list. 66 applications were given out to potential tenants. This list has been cleaned up.

A motion to approve was made by (name not given), seconded by (name not given).

**ROLL CALL:**

**YES:** Commissioner Lockheart, Commissioner Francis, III,  
Commissioner Figueroa, Commissioner Scott,  
Vice-Chairwoman Beasley, Chairwoman Brown

9. 2019-97 APPROVING AND ACCEPTING THE EMERGENCY PROCUREMENT SERVICES TO MIKE KOCH (phonetic) AND ASSOCIATES FOR \$14,200, CONSTRUCTION FOR \$1,007.34 AND PRECISION MOTORS FOR \$13,158.96 FOR RESIDENT

**EXTRA HELP AND SAFETY, TOTALING \$28,566.**

Remarks: These were 14 motors that have been replaced in the boiler/HVAC system that were obsolete, corroded, reached their life cycle or non-operational. In order to get hearing provided to residents, they had to do this work. They then replaced some of the water pumps, circulating pumps and other pumps.

A motion to approve was made by (name not given), seconded by (name not given).

**ROLL CALL:**

**YES:** Commissioner Lockheart, Commissioner Francis, III,  
Commissioner Scott, Commissioner Figueroa,  
Vice-Chairwoman Beasley, Chairwoman Brown

10. 2019-98 APPROVING AND AUTHORIZING EMERGENCY PROCUREMENT TO A&S GENERAL CONSTRUCTION FOR VARIOUS RESIDENT SAFETY ISSUES IN THE AMOUNT OF \$5,295.

Remarks: This was for collapsed drain behind 81 which would have been an immediate liability and was causing some flooding when it rained. A new drain was put in. There was a vandalized roof door on 101. A camera now is at the lounge of 101 and 141 and also are putting cameras with sensors at the roof stairwell of 101, 141 to prevent this from happening or at least to prosecute the individual or individuals who want to vandalize the property. The vandalized door created a hazardous situation where the water was infiltrating the stairwell and was leaking into units and created a slip and fall accident possibility or electrical fire hazard.

Mr. Garcia asked all tenants to speak to their neighbors about throwing anything that is inappropriate down the toilets because they are clogging the main sewer line and it impacts everybody in the building.

A motion to approve was made by (name not given), seconded by (name not given).

**ROLL CALL:**

**YES:** Commissioner Lockheart, Commissioner Francis, III,  
Commissioner Scott, Commissioner Figueroa,  
Vice-Chairwoman Beasley, Chairwoman Brown

11. 2019-98 APPROVING AND AUTHORIZING EMERGENCY PROCUREMENT GENOA CONSTRUCTION FOR THE WATER DAMAGE AT 81 UNION AVENUE IN THE AMOUNT OF \$5,640.47

Remarks: This was a cast iron pipe that cracked and impacted three units where the water was profusely going into their units and they had to break through the wall, make the repair and the restore the damage caused to the units.

A motion to approve was made by (name not given), seconded by (name not given).

**ROLL CALL:**

**YES:** Commissioner Figueroa, Commissioner Scott,  
Commissioner Lockheart, Commissioner Francis, III,  
Vice-Chairwoman Beasley, Chairwoman Brown

12 2019-100 APPROVING AND ADOPTING THE REVISED SECTION  
IN MANAGEMENT CMAT PERFORMANCE.

Remark: The IHA had appealed the score of a standard performer and they realized, after supplying the backup documentation, that they scored IHA out of 135, 130 in the administration of the Section 8 program, therefore now declaring IHA as a high performer.

A motion to approve was made by (name not given), seconded by (name not given).

**ROLL CALL:**

**YES:** Commissioner Lockheart, Commissioner Francis, III,  
Commissioner Figueroa, Commissioner Scott,  
Vice-Chairwoman Beasley, Chairwoman Brown

**V. ADJOURNMENT**

A motion was made to adjourn and all said aye.

CERTIFICATION

I, JENNIFER WILSON, the assigned transcriber, so hereby certify the foregoing minutes of December 11, 2019 digitally recorded and is prepared to the best of my ability.

/s/ Jennifer Wilson  
Jennifer Wilson AD/T 623  
AUDIOEDGE TRANSCRIPTION  
FLORHAM PARK, NEW JERSEY

January 3, 2020  
Date