



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

RESOLUTION #2020-025

**APPROVING THE MINUTES FOR THE REGULAR BOARD MEETING
HELD ON MARCH 11, 2020**

Commissioner _____ presents the following Resolution and makes the motion

Commissioner _____ 2nd the motion on the following Resolution

WHEREAS, the Irvington Housing Authority Board of Commissioners met on March 11, 2020 for the Regular Board Meeting; and

WHEREAS, the March 11, 2020, Regular Board Meeting Minutes were delivered to the IHA via e-mail on March 24, 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 #2020-025 (Approving the Minutes for the Regular Board Meeting held on March 11, 2020, 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, 15^h, day of April, 2020.

Carmelo G. Garcia, Secretary
Executive Director

Darlene Brown
Chairperson/Board of Commissioners

IRVINGTON HOUSING AUTHORITY
REGULAR BOARD MEETING
Wednesday, March 11, 2020

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF IRVINGTON, HELD ON, WEDNESDAY, MARCH 11, 2020, CONVENING AT 5:06 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 5:06 p.m. on March 11, 2020, 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?

COMMISSIONER EVANS: Present.

CARMELO G. GARCIA: Commissioner Lockheart?

COMMISSIONER LOCKHEART: Here.

CARMELO G. GARCIA: Commissioner Francis, III?

COMMISSIONER FRANCIS, III: Present.

CARMELO G. GARCIA: Chairwoman Brown?

CHAIRWOMAN BROWN: Present.

III. SALUTE TO THE FLAG/PLEDGE OF ALLEGIANCE

IV. PUBLIC PORTION

JOSEPH C. EPPS, JR.: . Joseph C. Epps, Jr., 624 Nye Avenue, Apartment 7A. He stated on behalf of his family he thanked all the residents and staff for their expressions of sympathy and condolences on the loss of my son, Jerome. He added it was very much appreciated and Ms. Figueroa, Ms. Daniels and Ms. Konan (phonetic) made the trip to Camden for Jerome's celebration of life and also the gift of a basket of flowers. Mr. Epps said Jerome enjoyed working with children and dogs, so they are in the process of setting up an endowment with the Children's Hospital of Philadelphia, St. Jude and also the ASPCA. He said they are not asking for anything for themselves, but if anyone would like to contribute to those agencies, it would certainly be appreciated. He added

Jerome would be happy that they are continuing the support for the things that he enjoyed.

He stated that, as everyone knows, the World Health Organization has now declared the Coronavirus a pandemic and as a result, many of the programs and activities they have planned for the seniors are now going to have to be pushed back since congregating in large areas is going to be prohibited. He stated the planned trip to the African American museum is going to be moved from April 24th to June 26th, which is also a Friday. This is the earliest that they could get in light of this particular crisis. This will allow some other residents who were not able to get all their monies in on time to do so. He added anyone that would be interested, as there are still about 10 or 15 seats available, please see Mr. Epps, Ms. Daniels or Ms. Carina.

Mr. Epps stated he has petitions from Building 81 and Building 624 in regards to the former manager, Ms. Lisa Deutsch. Mr. Epps stated he understands they cannot have any affect, impact or influence on personnel decisions, but the petitions are to show their appreciation for her involvement and support of activities here at Camptown Gardens and to let the commissioners and the executive director know that she will be missed and that her times and efforts here were appreciated.

Lastly Mr. Epps congratulated Ms. Figueroa, his Michelle Obama. He stated on March 23rd at the Town Hall council meeting she is going to be honored for this international month of the ladies. He said he would appreciate it if they would offer her a standing ovation, because she has been extremely instrumental in enabling residents.

GINNY FIGUEROA: Ginny Figueroa, 624 Nye Avenue, Apartment 11Y. She said she wanted to give thanks to the "righteous one up above". She wanted to thank "you", as civil servants, not getting paid on the job for being tolerant and trying to make things happen. She said she is going to give more chairs. She said there is a long road ahead, but they are still going. She said the team leaders are working side by side. She's asking those who have the time and the strength, tomorrow they are going to have Soul Train disco going on. She said they want to reach out and touch the people in the building, new people.

LARINE DANIELS: Larine Daniels, 624 Nye Avenue, Apartment 10G. She stated in light of the Coronavirus that's going around, she said they need to make sure there is hand sanitizer here in the community room and also liquid soap in the restrooms.

She stated residents have been mentioning that they are paying their rent yet they don't have swipe cards and this has been for a while, so how long does it take to get a swipe card. She said they had a system where guests can't come in after 6:00 unless they're escorted and she asked so how is a tenant supposed to be in?

She asked what is going to be done for residents who are disabled to be able to escort their visitors after 6:00 if they're not able to come down and escort them. She said some of the stairwell doors are still being stuck.

She said maybe a year or two ago she mentioned about having a defibrillator in the community room in the event of an emergency and also to have first aid classes, CPR, in order to help if someone needed assistance and instruction on using the defibrillator.

She stated last year her church had a presentation seminar on getting your house in order which entailed was they had three funeral homes come out and give a presentation about their services and all about funerals and then also the surrogate from the Hall of Records in Newark came and explained the procedures of what to do after someone expires. Ms. Daniels said she thinks that would be a good thing to have here.

She said she is in touch with a lady from Beth Israel who is the outreach coordinator and she would like to have a presentation here from her. She said they have a great program and they would pick you up here and take you down to the hospital.

Ms. Daniels added somebody was in here on Friday evening going door to door and they were not supposed to be here. She said a young man explained to her that the guard was on a break. She feels that's a problem.

PEGGY HOUSTON (phonetic): Peggy 624 Nye Avenue, Apartment 4A. She said there are dogs in the building. She said they are pooping in the elevators and around the side of the building and they bark all morning and all night. She said something has to be done with the dogs.

LILLIAN NASH: Lillian Nash, 624 Nye Avenue, Apartment 2A. She said since the Coronavirus disease has gone on, she went on every floor and the ninth floor had garbage and the floor had not been cleaned. She said the eighth floor had garbage and the floor had not been cleaned. She said the third floor had garbage and the floor hadn't been cleaned. She said she lives on the second floor and it's not that she is so very clean, then they are going to get the virus in here. She said she is 69 years old but she said every now and then she gets sick, but she cares about others as well as herself which is why she is speaking.

She said on her floor, just a few days ago, 2L got a flood and she had a flood and when 2L had a flood, she walked out in a pool of water. When she went in her apartment, all that water was in her apartment. She said a woman on her floor is banging on her door and the dog just keeps barking. She said she doesn't have anything against animals, but she has the right to be comfortable and have quiet.

V. COMMISSIONERS' REMARKS

COMMISSIONER FRANCIS, III:

He reserved his remarks to the Chair.

COMMISSIONER LOCKHEART:

She extended her condolences to Mr. Epps as this is the first time she had heard about it. And she reserved her remarks.

COMMISSIONER EVANS:

He also offered his condolences to Mr. Epps. He said in regards to the Coronavirus, it is a very big topic and the commissioners did discuss it among themselves and it is a very important issue for the Housing Authority. He reserved all other remarks to the Chair.

VI. EXECUTIVE DIRECTOR'S REMARKS - CARMELO G. GARCIA.

Mr. Garcia said they have all been put on high alert by CDC and World Health Organization with respect to the Coronavirus. and they know how serious it is and they are stepping up with sanitizing and the constant maintenance that they have been doing. He introduced the new manage, Tracy Hogan and the assistant manager, Ms. Leuwen (phonetic). He said they are aware of what this virus has created as a hardship for the world, but they are stepping it up and making sure folks are just simply going back to the standards of everybody washing their hands.

He said they received from the Department of Health who at IHA this date and Director White and Kristoff and the health officer. Also thank you to Councilwoman Beasley was here as well. They all understand how critical these times are and they are making an extra effort to educate the residents while their maintenance department will beef it up as much as they can. The managers are also ratcheting it up on the inspection side, so between both managers and the third maintenance manager and the assistant maintenance manager, they are all making sure that these buildings are being properly cleaned and that the sanitizing is occurring.

He said if there is garbage after hours, sometimes there may not be much they can do until the next morning. But he added that there are some residents who unfortunately continue to break the rules and continue to misbehave in how they throw garbage out. He said the residents have to remain vigilant and tell management as to where that is coming from and your tip remains anonymous. If you tell management, they will send a notice to cease. If there is already a notice to cease that they receive, they will be brought into the office and if a third time, it's a violation of their lease which can cause them an eviction process.

Mr. Garcia said regarding the swipe cards, the swipe cards are manufactured by the vendor and it usually takes six to eight weeks. He said they were delayed because quite frankly with the shipment, wherever they're coming from or whoever is manufacturing them there's a big delay now on shipments coming in from international waters because of the Coronavirus. There are even delays from state to state because of the new inspections being put in place. He said they should be receiving the swipe cards this week at the latest because it's already been nine weeks. So they are going to make sure that every resident has a swipe card.

He said if there is a disabled resident, they have given notice to security to make sure they help them gain access into the buildings.

Regarding Ms. Houston's comments on the dogs. They are going to be increasing enforcement with respect to the managers. He said they do have a pet policy and it's made very clear under three that dogs are to be licensed yearly with the proper authorities and residents must show proof of yearly distemper and rabies boosters. Cats are to be vaccinated yearly for distemper also. No vicious or intimidating dogs are to be kept. So they have to register their dogs with the manager as part of their lease because everyone gets this exhibit that you signed off on. And also they have to register with the Township of Irvington under the Health Department's code. So if you see a dog that is not registered, you should contact management and then also contact the Health Department.

Regarding the flooding, they are attacking the flooding on those tenants who continue to

disobey and be ruthless with the fact that they're not watching over whether it is their sink, the tub, water running, washing machines. They are going to be enforcing the fact that if you have a washing machine and there's a two strike policy, where after the second time, if you cause damage to the tenant below because you failed to properly maintain your washing machine, then we're going to force you to remove your washing machine from that apartment. It's in the policy, they can enforce that and that's the rule that's going to be applied.

DIRECTOR OF HEALTH AND HEALTH OFFICER: The Director of Health for the Township of Irvington and Health Officer. Director White, the Health Director for the Department of Health and Human Services. She said they understand that there is a lot of hysteria about the Coronavirus and they want to emphasize that the risk still remains very low. She said there are some people who may be more susceptible to getting this particular virus, but they also need to emphasize you must take and use common sense, which is washing your hands with soap and warm water. She said if soap and warm water is not available, they would suggest that you use hand sanitizer, at least 60 percent alcohol based.

She said if you are coughing, cover your mouth. Use your arm or use a napkin or a tissue and make sure you dispose of that tissue once you're finished. She said if one is sick, stay away from folks that you could potentially infect. She said there are some instances where one will need to seek medical professional help, but if you feel like you are having these symptoms which are a high fever, any kind of respiratory instance that's going on or any type of shortness of breath. She would suggest that you call your health care provider first and tell them what's going on and then be guided by them.

She said they all are concerned about it and they just want to make sure and emphasize to all that we are doing their job here in the Township of Irvington with the Mayor here and are being guided and directed. They want to make sure that people are getting the right accurate information. They would suggest you get accurate information from reliable sources such as the Health Department, the CDC. And the Health Department is here to answer all questions regarding this virus and they are being guided from the CDC.

HEALTH OFFICER: We have been working with the Board closely and with Mr. Garcia and they are continuing to do that. He said if you have any questions or concern please call as this is what they are here for. They are at Town Hall and they will leave material with you today which has the phone number so they can be contacted directly with any questions and they would rather you contact them if you have concerns or questions rather than getting information off of social media.

Coronavirus is a group of viruses that have been circulating around for awhile. They usually cause common colds, such as ZARS (phonetic) or MERS (phonetic), but this current strain is a new strain that originated in China and has now spread internationally and here in New Jersey we have seen an increase in cases as well. They do expect that this is going to continue and more people are going to be exposed and more people are going to become sick. The most important thing that everybody can do is take those health precautions of washing your hands, covering your coughs and sneezes, staying home when you're sick and staying away from sick people and avoiding close contact with sick people which is being within six feet of somebody. You should also get a flu shot and/or the pneumonia vaccine if you over the age of 50 or have chronic health conditions.

He stated that the signs and symptoms of the Coronavirus are very similar to the flu, fever, cough and trouble breathing and if you do have those symptoms, you need to contact your primary care provider and if one does not have a primary care provider, NCHC, the Newark Community Health Center located in the township or if you feel it is an emergency, you can dial 911 and go to the emergency room.

He said the risk currently is low but there are certain pockets like New York or Washington State where they have seen community spread, which means people are getting sick from the community, but that's not something that they will necessarily see in New Jersey at this point.

VII APPROVAL OF MINUTES

1. 2020-019 RESOLUTION APPROVING THE MINUTES FOR FEBRUARY 2020 MEETING

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

ROLL CALL:

YES: Commissioner Evans, Commissioner Lockheart,
Commissioner Francis III, Chairwoman Brown

VIII APPROVAL OF BILLS

1. 2020-020 APPROVAL OF MONTHLY BILLS OF \$391.499.19 FOR THE MONTH OF FEBRUARY

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

ROLL CALL:

YES: Commissioner Evans, Commissioner Lockheart,
Commissioner Francis III, Chairwoman Brown

IX RESOLUTIONS:

1. 2020-21 APPROVING AND ADOPTING THE 2010 IHA STATE APPROVED BUDGET

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

ROLL CALL:

YES: Commissioner Evans, Commissioner Lockheart,
Commissioner Francis III, Chairwoman Brown

2. 2020-022 ACKNOWLEDGING SUBMISSION OF IHA PUBLIC HOUSING AGENCY ANNUAL PLAN AND

FIVE YEAR PLAN.

Remarks: Mr. Garcia had an effective meeting with the office of the Resident Advisory Board.

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

ROLL CALL:

YES: Commissioner Evans, Commissioner Lockheart,
Commissioner Francis III, Chairwoman Brown

3. 2020-023 AWARDING CONTRACT FOR INTEGRATED PEST
MANAGEMENT TO LOWEST BIDDER EMG EXTERMINATORS

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

ROLL CALL:

YES: Commissioner Evans, Commissioner Lockheart,
Commissioner Francis III, Chairwoman Brown

4. 2020-024 AWARDING CONTRACT FOR PEST CONTROL TO THE
LOWEST BIDDER WESTERN PEST SERVICES

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

ROLL CALL:

YES: Commissioner Evans, Commissioner Lockheart,
Commissioner Francis III, Chairwoman Brown

X. **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 March 11, 2020 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

March 23, 2020

Date