

**MINUTES OF THE REGULAR MEETING OF THE
HOUSING AUTHORITY OF THE CITY OF ELIZABETH**

June 14, 2021

The regular meeting of the Housing Authority of the City of Elizabeth was held on Monday evening, June 14, 2021 at the Housing Authority of the City of Elizabeth Administration Building, 688 Maple Avenue, Elizabeth, NJ 07202.

The meeting was called to order by Chairman Elizabeth Pollard at 6:00pm with a Pledge of Allegiance to the Flag.

On roll call the following Commissioners answered present: Commissioners Ancrum, Cano, Capitao, George-Carroll, Gonzalez and Pollard. "Absent": Commissioner Trujillo.

Others presents: William D. Jones, Executive Director, Catherine Hart, Deputy Executive Director and Carmine Liotta, Esquire, Attorney.

Chairman Pollard announced that pursuant to the requirements of N.J.S.A. 10:4-10 of the Open Public Meeting Act, adequate notice of this meeting of the Housing Authority of the City of Elizabeth has been given by mailing the January 2021 Annual Meeting Schedule to the newspapers circulating within the County of Union and designated to receive such notice, and by posting the 2021 Annual Meeting Schedule on the Housing Authority office bulletin board and further by filing the Annual Meeting Schedule with the office of the City Clerk.

The Chairman requested that the above statement be entered in full in the minutes of the meeting by the Secretary of the Housing Authority.

Public Session:

None.

Commissioner Capitao moved for the adoption of the minutes of the regular meeting of May 10th, 2021 Seconded by Commissioner Cano.

Adopted by the following vote: "AYES": Commissioners Cano, Capitaio, Gonzalez and Pollard "NAYS": None. "ABSTAINED": Commissioners Ancrum and George-Carroll. "ABSENT": Commissioner Trujillo.

Commissioner Capitaio moved for the payment of the bills in the amount of: \$2,451,626.06 dated June 14, 2021 and Seconded by Commissioner George-Carroll.

Adopted by the following vote: "AYES": Commissioners Ancrum, Cano, Capitaio, George-Carroll, Gonzalez and Pollard. "NAYS": None. "ABSTAINED": None. "ABSENT": Commissioner Trujillo.

Communications:

Flyer on the Jobs Plus Event being held on June 17, 2021 from 1:00pm – 5:00pm at Mravlag Manor Basketball Court. Mr. Jones and Mrs. Hart invited the Commissioner's if they wanted to attend.

Mrs. Hart elaborated on this event to the Commissioner Board, stating that it will be an in person event with the companies that will be participating in the Jobs Plus program.

Commissioner George-Carroll asked how HACE was marketing this event. Mrs. Hart stated that HACE is distributing flyers to all the residents plus posting on the social media platforms that HACE has.

Report of the Executive Director:

HACE partnered with the City of Elizabeth to host a COVID vaccination clinic at the Erxleben Community Center on Friday, May 7th, 2021. The clinic was open to all residents of Elizabeth and as such notices were provided to residents of Mravlag Manor, Senior Sites and other properties within our portfolio. HACE staff continue to encourage residents to get vaccinated.

HACE has partnered with VITALANT Blood Center and will be hosting a Blood Drive on September 7th, 2021 at the Mravlag Manor Community Center and it will be open to all residents of the area. As time approaches we will market the event through social media as well as direct mail programming.

HACE opened up waiting list for new properties in the Elizabethport at the end of May 2021. Approximately 500 applications were received for the 60 apartments available. We will process the applications to determine eligibility and placement. Occupancy target dates are for First Street property the end of June 2021 and for the Third Street property the end of August 2021.

Mr. Jones stated that HACE will do a tour of these two buildings for the Commissioners.

Currently, we are working with close to 40 residents in the Jobs Plus Program. In the month of May, 3 additional Jobs Plus Participants have gained employment as a direct result of them being involved in the program. Coming up on June 17th, we will be hosting our Journey to Jobs Plus event. During this event residents will have a chance to not only meet with Jobs Plus staff to learn more about the program, but will also be working on a Summer Work Program targeted at engaging the youth in our community. The Jobs Plus team will be taking advantage of the warm weather and doing some outreach to residents through a variety of tabling events during the Summer months with support for the Community Coaches and Jobs Plus Interns.

Full demolition work is under way on the Façade Restoration at Ford Leonard Towers. The contractor is fully mobilized. A change order has been approved to fully replace the substrate on the building façade. This will allow the new paneling to be properly installed and make a complete vapor barrier.

Old Business:

None.

New Business:

Commissioner Gonzalez asked if the applications for Senior Citizens will be open again. Mrs. Hart stated that it is closed for now, but she will look into when she can reopen it.

Vice-Chairman Ancrum stated to the Board that she will be receiving an award from Groundwork Elizabeth from Jonathan Phillips, Executive Director. The ceremony will be virtual this year.

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The following resolutions were adopted by a motion.

Commissioner Gonzalez introduced the following resolution and moved for its adoption:

RESOLUTION NO. **6249**
By: Commissioner Nelson Gonzalez

**RESOLUTION AWARDING A CONTRACT FOR THE PURCHASING OF
ELECTRICAL SUPPLIES FOR ALL HOUSING AUTHORITY OF THE
CITY OF ELIZABETH SITES**

BE IT and IT IS HEREBY RESOLVED; that a contract shall be awarded for the purchasing of Electrical Supplies for all Housing Authority of the City of Elizabeth sites to:

Franklin-Griffith
10 Twosome Drive
Moorestown, NJ 08057

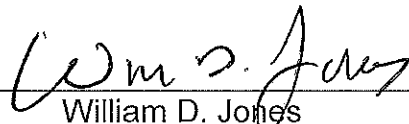
In an amount not to exceed seventy five thousand dollars (\$75,000.00) for a one (1) year period from Date of Notice to Proceed.

Seconded by Commissioner George-Carroll.

Adopted by the following vote:

	AYES	NAYS	ABSTAIN	ABSENT
Wynona J. Ancrum	(X)	()	()	()
Wilson Cano	(X)	()	()	()
Jose Capita	(X)	()	()	()
Denise George-Carroll	(X)	()	()	()
Nelson Gonzalez	(X)	()	()	()
Elizabeth J. Pollard	(X)	()	()	()
Victor Trujillo	()	()	()	(X)

This is to certify that the above resolution was adopted at the regular meeting held on June 14, 2021 and contained in the minutes of the Housing Authority of the City of Elizabeth.



William D. Jones
Secretary-Treasurer

Commissioner Capitao introduced the following resolution and moved for its adoption:

RESOLUTION NO. 6250
By: Commissioner Jose Capitao

**RESOLUTION AWARDING A CONTRACT FOR DEEP CLEANING OF ALL HOUSING
AUTHORITY OF THE CITY OF ELIZABETH SENIOR BUILDINGS**

BE IT and IT IS HEREBY RESOLVED; that a contract shall be awarded for deep cleaning of all Housing Authority of the City of Elizabeth (HACE) Senior Buildings to:

AAA Facility Solutions
111 Kinderkamack Road
River Edge, NJ 07661

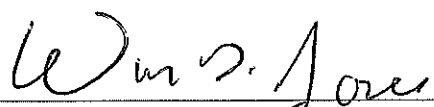
As a result of COVID and to further HACE's continued efforts to create a healthy living environment at the Senior Sites for our residents, the contractor named will provide the disinfecting and sanitizing and deep cleaning of the interiors of all building common areas and hallways on a monthly basis. This is an amount not to exceed fifty seven six hundred thousand dollars (\$57,600.00) for a one year period from Date of Notice to Proceed with the option for second and third year at the sole discretion of the Housing Authority of the City of Elizabeth. This is in accordance with State Contract regulations NJSA 40A:11 which requires any purchase order/contract over \$17,500.00 must be approved by the governing body.

Seconded by Commissioner Cano.

Adopted by the following vote:

	AYES	NAYS	ABSTAIN	ABSENT
Wynona J. Ancrum	(X)	()	()	()
Wilson Cano	(X)	()	()	()
Jose Capitao	(X)	()	()	()
Denise George-Carroll	(X)	()	()	()
Nelson Gonzalez	(X)	()	()	()
Elizabeth J. Pollard	(X)	()	()	()
Victor Trujillo	()	()	()	(X)

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William D. Jones
Secretary-Treasurer

Commissioner Ancrum introduced the following resolution and moved for its adoption:

RESOLUTION NO. 6251
By: Commissioner Wynona Ancrum

**RESOLUTION AWARDING A PURCHASE ORDER FOR SENIOR SITES
SAFETY AND SECURITY UPGRADES**

BE IT and IT IS HEREBY RESOLVED; that a purchase order shall be awarded for Senior Sites Safety and Security Upgrades to:

Quicklert Inc.
P.O. BOX 20230
Indianapolis, Indiana 46220

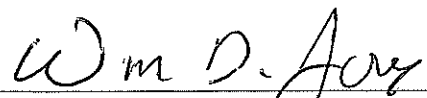
This is for installation and deployment of Quicklert Technologies (speakers, signage devices and subscriptions) for the safety and security of the Senior Sites. NJSA 40A:11 requires any purchase order (contract) over seventeen thousand five hundred dollars (\$75,000.00) must be approved by the Governing Body. This is for a one (1) year period from Date of Notice to Proceed.

Seconded by Commissioner George-Carroll.

Adopted by the following vote:

	AYES	NAYS	ABSTAIN	ABSENT
Wynona J. Ancrum	(X)	()	()	()
Wilson Cano	(X)	()	()	()
Jose Capita	(X)	()	()	()
Denise George-Carroll	(X)	()	()	()
Nelson Gonzalez	(X)	()	()	()
Elizabeth J. Pollard	(X)	()	()	()
Victor Trujillo	()	()	()	(X)

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William D. Jones
Secretary-Treasurer

CD. MM
CH
BJ

Commissioner Ancrum introduced the following resolution and moved for its adoption:

RESOLUTION NO. **6252**
By: Commissioner Wynona Ancrum

**RESOLUTION AWARDING A PURCHASE ORDER FOR
SENIOR PHYSICAL SECURITY UPGRADES**

BE IT and IT IS HEREBY RESOLVED; that a purchase order shall be awarded for Senior Physical Security Upgrades to:

Helix Technology Group
P.O. BOX 401
Cedar Grove, NJ 07009

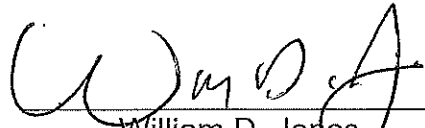
This is to install infrastructure for Security Cameras and Quicklert System at Farley Towers, Kennedy Arms, O'Donnell-Dempsey and Ford Leonard Towers, in an amount not to exceed \$288,798.26 dollars for a one (1) year period from Date of Notice to Proceed. This is in compliance with NJSA: 40A11 which requires any contract (purchase order) over seventeen thousand five hundred dollars (\$17,500.00) be approved by the governing body.

Seconded by Commissioner Cano.

Adopted by the following vote:

	AYES	NAYS	ABSTAIN	ABSENT
Wynona J. Ancrum	(X)	()	()	()
Wilson Cano	(X)	()	()	()
Jose Capita	(X)	()	()	()
Denise George-Carroll	(X)	()	()	()
Nelson Gonzalez	(X)	()	()	()
Elizabeth J. Pollard	(X)	()	()	()
Victor Trujillo	()	()	()	(X)

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William D. Jones
Secretary-Treasurer

Commissioner Capitao introduced the following resolution and moved for its adoption:

RESOLUTION NO. 6253
By: Commissioner Jose Capitao

**RESOLUTION AUTHORIZING SUBMISSION AND CERTIFICATION
OF THE SECTION 8 MANAGEMENT ASSESSMENT PROGRAM
(SEMAP)**

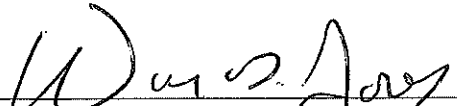
BE IT and IT IS HEREBY RESOLVED; that the Executive Director is authorized to submit the Section 8 performance data including Occupancy Rates, HQS Inspection and Fair Market Rents for the time period of July 1st, 2020 to June 30th, 2021 to the U.S. Department of Housing and Urban Development (HUD).

Seconded by Commissioner Ancrum.

Adopted by the following vote:

	AYES	NAYS	ABSTAIN	ABSENT
Wynona J. Ancrum	(X)	()	()	()
Wilson Cano	(X)	()	()	()
Jose Capitao	(X)	()	()	()
Denise George-Carroll	(X)	()	()	()
Nelson Gonzalez	(X)	()	()	()
Elizabeth J. Pollard	(X)	()	()	()
Victor Trujillo	()	()	()	(X)

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William D. Jones
Secretary-Treasurer

Commissioner Ancrum introduced the following resolution and moved for its adoption:

RESOLUTION NO. 6254
By: Commissioner Wynona Ancrum

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT AND ADMINISTER
EMERGENCY HOUSING VOUCHERS PURSUANT TO PIH 2021-15**

BE IT and IT IS HEREBY RESOLVED; that the Housing Authority of the City of Elizabeth (HACE) was offered and accepted Emergency Housing Vouchers (EHV's) funded by HUD and the American Rescue Plan Act of 2021. Vouchers have been allocated to HACE through a formula designed to direct emergency vouchers to agencies where there is greatest need for EHV's. The EHV vouchers are provided to assist individuals and families who are:

1. Homeless
2. At risk of homelessness
3. Fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or human trafficking
4. Housing instability

In accordance with PHI Notice 2021-15, HACE reserves the right to increase Payment Standards for the Emergency Vouchers to 120 percent of current Fair Market Rent; current standard is set at 100 percent for all existing Voucher programs. As part of the program requirements HACE will partner with the following Agencies for referrals and support:

1. Union County Division of Social Services
2. City of Elizabeth
3. Bridgeway Rehab Services
4. YMCA
5. YWCA
6. Elizabeth Coalition to House the Homeless

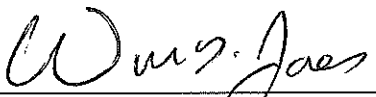
Other services providers may be added at later date if needed.

Seconded by Commissioner Gonzalez:

Adopted by the following vote:

	AYES	NAYS	ABSTAIN	ABSENT
Wynona J. Ancrum	(X)	()	()	()
Wilson Cano	(X)	()	()	()
Jose Capita	(X)	()	()	()
Denise George-Carroll	(X)	()	()	()
Nelson Gonzalez	(X)	()	()	()
Elizabeth J. Pollard	(X)	()	()	()
Victor Trujillo	()	()	()	(X)

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 William D. Jones
 Secretary-Treasurer

cc: JV
BJ
MH

Commissioner Ancrum introduced the following resolution and moved for its adoption:

RESOLUTION NO. **6255**
By: Commissioner Wynona Ancrum

**AMENDING RESOLUTION #6159 CONTRACT #19C-11
FAÇADE RESTORATION AT MRAVLAG MANOR – PHASE I
CHANGE ORDER NO. 1**

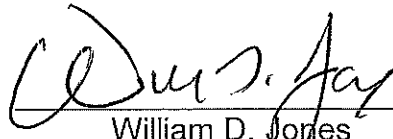
BE IT and IT IS HEREBY RESOLVED; that Resolution #6159, Contract #19C-11, for Façade Restoration at Mravlag Manor with ALSA Architecture, LLC, 400 Briarwood Lane, Northvale, NJ 07647 shall be amended through Change Order #1 in an increased amount of \$15,000.00. This change order will be for preparation of bidding documents (Plans and Spec) for the replacement of the windows (85 windows) at the HACE Administration Building, 688 Maple Avenue, Elizabeth, NJ 07202.

Seconded by Commissioner Gonzalez:

Adopted by the following vote:

	AYES	NAYS	ABSTAIN	ABSENT
Wynona J. Ancrum	(X)	()	()	()
Wilson Cano	(X)	()	()	()
Jose Capitaó	(X)	()	()	()
Denise George-Carroll	(X)	()	()	()
Nelson Gonzalez	(X)	()	()	()
Elizabeth J. Pollard	(X)	()	()	()
Victor Trujillo	()	()	()	(X)

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William D. Jones
Secretary-Treasurer

cc: JV
BJ
MM

Commissioner Capitaio introduced the following resolution and moved for its adoption:

RESOLUTION NO. 6256
By: Commissioner Jose Capitaio

**AMENDING RESOLUTION #6215 CONTRACT #20C-09
WINDOW REPLACEMENT AT FARLEY TOWERS & KENNEDY ARMS
CHANGE ORDER NO. 2**

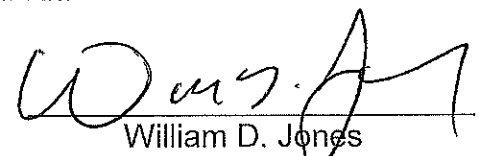
BE IT and IT IS HEREBY RESOLVED; that Resolution #6215, Contract #20C-09, for Window Replacement at Farley Towers and Kennedy Arms with Premier Group Inc. 306A Capitol Street, Saddle Brook, NJ 07663 shall be amended through Change Order #2 for a credit amount of \$12,358.71. This credit to the contract is for changing window Type CC at Farley Towers (bathroom windows) from a casement window to a double hung window. The window manufacturer Crystal Window & Door Systems, Ltd. was unable to provide the specified casement window in a small enough size to meet the field conditions, requiring the change to a double hung window at Farley Towers.

Seconded by Commissioner Cano:

Adopted by the following vote:

	AYES	NAYS	ABSTAIN	ABSENT
Wynona J. Ancrum	(X)	()	()	()
Wilson Cano	(X)	()	()	()
Jose Capitaio	(X)	()	()	()
Denise George-Carroll	(X)	()	()	()
Nelson Gonzalez	(X)	()	()	()
Elizabeth J. Pollard	(X)	()	()	()
Victor Trujillo	()	()	()	(X)

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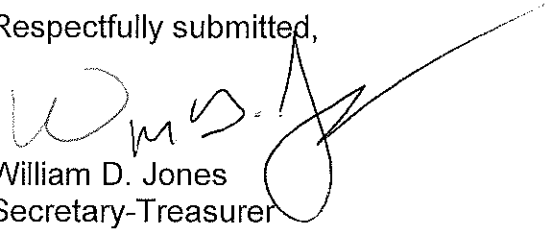

William D. Jones
Secretary-Treasurer

There being no further business to discuss, Commissioner George-Carroll moved to adjourn the meeting. Seconded by Commissioner Ancrum.

Adopted by the following vote: "AYES": Commissioners Ancrum, Cano, Capita, George-Carroll, Gonzalez and Pollard. "NAYS": None. "ABSTAINED": None. "ABSENT": Commissioner Trujillo.

The meeting was therefore adjourned at 6:50p.m.

Respectfully submitted,


William D. Jones
Secretary-Treasurer