

**HOUSING AUTHORITY OF THE CITY OF CAMDEN**  
**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS**  
**OF THE HOUSING AUTHORITY OF THE CITY OF CAMDEN**  
**WEDNESDAY, JULY 18, 2018**

The Board of Commissioners of the Housing Authority of the City of Camden met for a Regular Meeting on July 18, 2018 at 5:32 PM, E.S.T., at the McGuire Gardens Community Center. Mr. Charles Valentine began the meeting with an invocation, and salute to the flag. Those present were as follows:

Present:

- Commissioner Patricia Cunningham
- Commissioner Deborah Keys Frazier
- Commissioner Cameron Hudson
- Commissioner Alan Miller
- Commissioner Luis Quiñones - Absent
- Commissioner Nohemi Soria
- Commissioner Deborah Person-Polk

- Mr. Victor D. Figueroa, Executive Director
- Ms. Kathryn Blackshear, Deputy Executive Director
- Mr. Philip George, Eric M. Bernstein Law Offices
- Ms. Sadyhe Bradley, General Counsel
- Mr. Charles Valentine, Director of Modernization
- Mr. Daniel Aronson, Director of Finance
- Ms. Traci Willis, Director Section 8
- Ms. Edith Pagan, Director of Resident Initiatives
- Mr. Malcom Isler, Director of Asset Management
- Ms. Theresa Thompson, Purchasing Manager
- Ms. Reba V. Hicks, Executive Secretary
- Ms. Christina Brockington, Chelton Terrace/Carpenter Hill

**I. MEETING CALLED TO ORDER**

Mr. Philip G. George, Eric M. Bernstein & Associates LLC, stated that this meeting has been duly advertised according to Section 5 of the Open Public Meetings Act, P.L. 1975 Chapter 231 and is therefore called to order.

## II. ROLL CALL

Commissioner Person-Polk: Roll Call.

Victor D. Figueroa:	Commissioner Cunningham	Here
	Commissioner Keys Frazier	Here
	Commissioner Hudson	Here
	Commissioner Miller	Here
	Commissioner Soria-Perez	Here
	Commissioner Quiñones	Absent
	Commissioner Person-Polk	Here

Commissioner Person-Polk: Approval of the minutes of the Regular meeting held on Wednesday, June 20, 2018: I'd like to entertain a Motion to accept the minutes.

Commissioner Cunningham: Motion.

Commissioner Miller: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Hudson	Yes
	Commissioner Miller	Yes
	Commissioner Soria-Perez	Yes
	Commissioner Person-Polk	Yes

Commissioner Person-Polk: Old Business

Victor D. Figueroa: Just wanted to report that we're still working on the Assisted Living Program transition process. DPSP, the current company working with us on that, and staff as well, Malcom is reaching out to the State and we are working with them, there is some information that they're requesting that we are putting together to submit to them, once that is done, they will then schedule a survey or inspection of the facility; and then we can get our license number and our Medicare number, and our HMO number that we need from the individual participants. We also went through a recent fair housing Title VI review. We talked about that at the last meeting and we are waiting the results, but everything seemingly went well. The Connect Home program is about to come to a close in September, and we are not going to renew that designation; I just wanted to let the Commissioners know that we are continuing the work that we've been doing which was to

gap or bridge the digital divide for the residents so we will continue doing the work that we've been doing with the residents in conjunction with Comcast or any of the partners we have....

The designation doesn't carry any money nor provide any extra funds but it does carry a lot of work, there is a lot of reporting and we don't have the time and staff to do that but we are providing the services to the residents but quite frankly, if I had known then, what I know now, that this designation doesn't carry any extra dollars, I wouldn't have proceeded with it. There is reporting that has to be done and it's just a lot of work. It's not necessary for us to handle that with the additional resources.

Commissioner Person-Polk: Are there any further questions? Seeing none, I would like to entertain a Motion to accept the Executive Director's report for June 2018.

Commissioner Soria-Perez: Motion.

Commissioner Miller: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys-Frazier	Yes
	Commissioner Hudson	Yes
	Commissioner Miller	Yes
	Commissioner Soria-Perez	Yes
	Commissioner Person-Polk	Yes

## **NEW BUSINESS:**

Victor D. Figueroa: I would like to thank Ms. Cynthia Jordan-Hanna and Ms. Annie Allen... they assisted us with obtaining 30 fans from the City during the heat wave. That was a great help to the residents.

Executive Director, Victor D. Figueroa, renewed his New Jersey Certification for the Assisted Living Administrator, renewable for (3) years. The staff is also in the process of obtaining the certification.

Executive Director, Victor D. Figueroa also completed all 10 classes for his DCA required Rutgers program; and in the process of renewing his Notary Public Commission.

Executive Director, Victor D. Figueroa received a letter from Nan McKay that Daniel Bielaszka completed the Family Self-Sufficiency Certification Examination.

Executive Director, Victor D. Figueroa received notice from Senators Menendez and Booker that we finally got the Jobs Plus Grant for \$1.7 million designated for Ablett Village for 3 years to help the residents of Ablett Village that are unemployed or under employed obtain employment and become self-sufficient through training or other means.

Commissioner Miller: Did the Grant come from HUD and who's going to be implementing the grant?

Victor D. Figueroa: The grant came from HUD. We will have to identify a Coordinator for the staff but Mr. Errol Shorter, he's the one who helped us to put the Grant together with the assistance of the resident initiatives department, the office of the Deputy, my office will be coordinating and implementing that grant.

Commissioner Miller: It's a 3 year grant that begins upon.....INAUDIBLE

Victor D. Figueroa: We haven't gotten the award letter yet from HUD but we did get the notice from both Senators Menendez and Booker that they received notice that the grant was awarded.

Commissioner Miller: What are the deliverables in this grant that we have to deliver or show HUD? What are the deliverables?

Victor D. Figueroa: It's part of the Grant application, but its employment.

Commissioner Miller: So we have to get a certain amount of people from Ablett Village signed up?

Victor D. Figueroa: Yes, a certain percentage from Ablett Village that needs to attain employment.

Commissioner Person-Polk: Explained Grant proposal, its inception and initiatives.

Victor D. Figueroa: Introduced Errol Shorter, to explain the deliverables of the Jobs Plus Grant.

Mr. Errol Shorter: Mr. Shorter explained the Grant awarded implementation has 3 core principles: (1) employment and training, (2) jobs

plus earned income disregards... (3) create a Community of work.

- (1) Career center – skill assessment, update skills or get training
- (2) Residents who has a job, finds a job or increases their income....their rent is not increased, the grant from HUD pays for that rent of that individual for the full four year grant period.
- (3) At the Housing Authority, or at the site there are efforts made to bring employers on to talk in terms of career Career counselors, job programs...IN AUDIBLE

Victor D. Figueroa:

Inquired about the grant term in length; asked if the Jobs Plus Grant was for three or four years?

**RESOLUTIONS:**

**Resolution 18-37** – Resolution authorizing or approving a new emblem for the Housing Authority of the City of Camden (HACC); subject to appropriations and authorizing the Executive Director or his designee to execute documents and do all things necessary to effectuate the transaction.

**Resolution 18-38** – Authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on July 18, 2018. No action will be taken in the Closed Session on the items discussed in the Closed Session

**Resolution 18-39** – Resolution authorizing the award of a contract for the supply and installation of security cameras at Mickle and Westfield Towers, subject to appropriations and authorizing the Executive Director or his designee to execute documents and do all things necessary to effectuate the transaction.

**Resolution 18-40** – Resolution approving the payment register for the month of June 2018.

**Resolution 18-41** – Resolution authorizing (HACC) to enter into a contract with Republic Bank to concurrently borrow amounts needed to acquire the general partnership and ownership rights in the 3 properties known as Baldwin's Run, Baldwin's Run Phase 2 and Baldwin's Run Senior and to provide continuing public housing services.

**Resolution 18-42** – Resolution authorizing an expenditure of funds for a bonus for the Executive Director for the 2017 -2018 contract year. Subject to appropriations and authorizing the Executive Director or his designee to execute documents and do all things necessary to effectuate the transaction.

**Resolution 18-43** – Resolution of the Housing Authority of the City of Camden (“HACC”) approving the contract re-appointing Victor D. Figueroa as the Executive Director of the HACC as well as appointing him as Chief Executive Officer (CEO) and President of HACC's various affiliates and instrumentalities, authorizing the execution of an Employment Agreement, authorizing an expenditure of funds, subject to appropriations and availability of funds, and authorizing the Executive Director to do all things necessary to effectuate the transaction.

Commissioner Person-Polk:

Are there any questions on Resolution 18-37?

Commissioner Miller:

Yes, I have questions; was the Logo designed in house, has the Housing Authority estimated a cost for changing over everything that needs to be changed over to the new emblem? Request a projected cost price for the changeover.

Malcolm Isler:

We have not estimated the total cost – changes will be made over a period of seven months, and acknowledged the projected cost price request from Commissioner Miller.

Commissioner Person-Polk:

Comments from the public on Resolution 18-37?

Ms. Laverne Williams:

1655 Park Boulevard: I just understand that Resolution 18-37 is going to adopt the new emblem for the Camden Housing Authorities and according to Mr. Miller’s comments and questions you don’t have the money in place yet... is this going out for bid??

Malcolm Isler:

Malcolm Isler reiterated Commissioner Miller’s question regarding the estimated cost of the emblem and signage change projects; and stated that No, this project will not be going out for Bid but we will work with our current printing company to get the material required to put the new emblem in place and the signage at the properties.

Ms. Laverne Williams:

Is the money coming from the current budget? Do you already have it established?

Malcolm Isler: The cost would be allocated to each property where the signage will be changed.

Commissioner Person-Polk: Any Other questions about Resolution 18-37? Seeing none, I'd like to entertain a motion to accept Resolution 18-37.

Commissioner Keys Frazier: Motion.

Commissioner Soria-Perez: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys-Frazier	Yes
Commissioner Hudson	Yes
Commissioner Miller	Yes
Commissioner Soria Perez	Yes
Commissioner Person-Polk	Yes

Commissioner Person-Polk: Site Managers:

Tyrekia Bradley, Resident Manager, Roosevelt Manor and Balwin's Run  
Wanda Riley – Acting Senior Property Manager  
Marilu Mendez – Property Manager – Three Highrises  
Geraldine Taylor, Assistant Manager, McGuire Gardens

Commissioner Keys Frazier: Managers from Private Management sites does not attend the Board Meetings?

Malcolm Isler: Managers usually attend; however, they are unavailable at the time of this Board Meeting due to prior engagements and illness.

Board Commissioner would like to have prior notice of their absences.

#### **PUBLIC PARTICIPATION:**

Commissioner Person-Polk: Comments from the public:

Ms. Christina Carstarphen: 2127 John Street, Camden, NJ – Bushes and trash near properties – unsafe – Mold in bathroom, and AC unit, home not being maintained – management not responding to her maintenance concerns – work not getting done.

Malcolm Isler: All work orders to date were addressed; HVAC unit and storm door were fixed.

Commissioners Miller: Mold in unit is unacceptable

Victor D. Figueroa: We will follow-up, I will personally follow-up

Commissioner Person-Polk: Mold – not questionable, they have to take care of the mold.

Laverne Williams: 1655 Park Blvd. Camden, NJ – Ablett Village is receiving a grant - requested a copy of the \$1.7 million grant awarded for Ablett Village.  
Report on Assisted Living Program, how is the money being used for Assisted Living, are you getting a new staff or are we keeping the same staff?

Victor D. Figueroa: We've been running the Assisted Living Program for 8-9 years, we turned it over to DPSP to run, they're the owner, and was paying us for rent of the space but we were not satisfied with the service that they were providing, so we've decided to take the program on again. Assisted Living Program – Currently working with DPSP (acronym for names of owners) to get the program back to HACC/Working with Dept. of Health to complete the process.

Ms. Laverne Williams: 1655 Park Boulevard, Camden, NJ - Mr. Shorter's program at Ablett Village, are there any job openings in the program, jobs opened to the public or are you going to keep the same people here? People in this city need jobs.

Victor D. Figueroa: There will be job opening and job postings with interviews; and we will announce the openings as we normally do the Job postings.

Ms. Ella Baker: 104 President Street, Camden, NJ - McGuire Gardens – complained that the Streets not getting cleaned and garbage not being picked up: Ms. Baker sweeps the area, put the garbage in a pile, she informs the office about the unclean areas; fumes from a large bag sat in area for a 3-4 weeks without being cleaned up: Residents complained that a maintenance person said they are not cleaning as they were not going to be here.



Commissioner Person-Polk: We need to bring that maintenance crew in, and talk to them, remind them of their jobs and scope of work, they're getting paid, I don't want anyone to lose their jobs; more maintenance crew needs to be hired.

Commissioner Keys Frazier: Make maintenance crew accountable for their time, by writing down what jobs they did and the time spent during the day of work.

Malcolm Isler: Malcolm explained property only has one(1) grounds keeper. We have advertised several times for grounds keepers without any successful candidates:  
The staff are working their best, they are addressing rehab units, they are addressing the work orders; staff from this particular property was temporarily reassigned to assist with inspections at Chelton and at the Towers. [Staff was on loan to the other properties for approx. 60 days]. The normal staff has since been brought back to this property to adjust and to resume their normal daily work.

Staff that remained at the property maintained the work load; they addressed rehab units, they addressed the work orders that came in. With regards to tracking their time work orders were completed.

Work orders are given to the foreman who codes them and turns them to the management office, who then enters the work orders into the system, so we're able to track the staff's time and work order production.

Ms. Elyssa Mejia: 155 Boyd Street, Camden, NJ – put in work order for repairs to her laundry room floor, since November 2017. spots in the living room floor is soft and is sinking in; gutter near the front of the house fell off due to snow; entire house has no gutters; squirrels living in the roof due to a hole in the roof.

Ms. Shange Thomas: 2038 Westminster Street, Camden, NJ – siding on the side of her house fell off; July 5, 2018, extremely hot weather, air condition stopped working, spiders and rodents living in the roof.

Kathryn Blackshear: Deputy Executive Director – has visited several sites for past 3 months and has heard resident complaints, I have complained about McGuire to Asset Manager, Malcolm Isler. We have advertised for maintenance workers and grounds keepers, but as soon as they realize that we are only paying minimum wage, they don't want the job especially in the summer time. In Ablett Village, they have

a squirrel problem; squirrels are going into homes and bedrooms; residents are afraid to sleep or stay in their bedrooms, etc. Conversation with the Property Manager Wanda Riley who report it would cost approximately \$42,000.00 for repairs but no money in the budget for repairs.

Wanda Riley:

Ablett Village, Property Manager: last year's proposal quote was \$42,000. We will require a new quote for this year for repairs for the properties.

- 1) Maintenance found a way to repair the hole in the roof, so the squirrels cannot get in.
- 2) The floor are sinking, holes in the floors and roofs , joists are rotting – we have contractors assessing 11 units that has multiple issues and are in need of the more serious repairs. Other 11 units will follow the first round of repairs.

Kathryn Blackshear:

The disrepair problems of the units at Ablett Village are much worse than projected.

Commissioner Miller:

Concerns about the staff being taken from McGuire to be reassigned to other properties. How often are the inspections: Do all sites require inspections?

Malcolm Isler:

McGuire Gardens and Ablett Village are due for inspection: Inspections are based upon the scoring of the property, Base on scoring their scoring 70 or below, it is every year inspection: 80-90- 2 year inspection, 90+, a 3 year inspection.

Commissioner Miller:

What parameters are put in place by the manager after inspection and the scores come back that that the properties will be maintained.

Commissioner Miller:

Most items, if not all are routine work orders, if there are a large amount of units that has the same issues, then this project will go out for Bid. Staff will be reassigned from other sites to address the problems at McGuire and Ablett.

Commissioner Keys Frazier:

has concerns about the length of time taken for problems like mold and rodents in the home to be addressed. Where is the implantation and solution that addressed the complaints of the mold of Ms. Carstarphen? This is a health and safety problem.

Victor D. Figueroa: There were inspections of the units, some of the issues are design issues...the RAD program is designed to resolve the issues but the RAD has to close and once its closed we will start the renovation but any non-health and safety issues, will be dealt with by RAD. I understand your concerns regarding the mold problem; the remediation and prevention of the mold...there are window sills made of wood in all bathrooms at McGuire that are getting wet, which is causing the mold. No bathroom ventilation

Commissioner Person-Polk: Asked if the window in the shower stalls designed were addressed in the previous RAD repairs;

Chuck Valentine: The repairs are part of the RAD project which is about \$5 million dollars in the first year.

Commissioner Person-Polk: Asked if the \$5 million dollars is going to address all these issues:

Chuck Valentine: Yes. It's a FHA loan process; we're going to closing at the end of this year or the beginning of next year. It's been awhile.

Commissioner Person-Polk: What is the plan in the interim?

Chuck Valentine: Whatever steps maintenance said can occur in the interim, it's a holding pattern.

Malcolm Isler: .... we abated the situation until we can get the 4 properties at McGuire fixed, that was the purpose of putting the 2x4 on the floor until we can get floor properly fixed

Ms. Donna Moye: 2311 Jones Street, Camden, NJ – if a contract was signed with the government to revamp McGuire, and the repairs are not done would it be a breach of contract. Residents at McGuire are being short changed. No fire wall between, homes, bannister made out of PVC pipe. Ground keepers are not maintaining the grounds up to standard.

Philip George: Explained once the contract specs are done and the contract centered into financing; the financing doesn't necessary govern the specifications but it does financing that ties together, then the contractor has to perform to the specification; usually in the process they get inspected, periodic inspections that has to be signed off for financing of that type then alternately an engineer has to sign off to solidify that it has been constricted in accordance with the specifications.

Commissioner Person-Polk: HACC was not in charge of McGuire Gardens for all these years.. anything that occurred to these units the developers were responsible for the units; things were not getting done and HACC took over the properties and has to be in compliant with the HUD regulations. Many repairs has to be done to come up to code of the housing regulations.

Ms. Donna Moye: Is all the developments for Housing Authority all going to be privatized?

Victor D. Figueroa: It's a possibility if the need arises.

Ms. Donna Moye: Big changes coming about in Camden; before you make the changes of tenants moving out, anybody who wanted Section 8, would they be able to move out before the RAD program takes place? or rather some people want to stay and then be put back into the program under Section 8.

Victor D. Figueroa: if you have a Section 8 voucher once you have the RAD, it's a project based voucher, if you lived there for a year, and after the year, if there is a tenant based voucher, you can move, using the tenant based voucher if its available.

Ms. Donna Moye: I meant, if I wanted to move out before the RAD program starts, can I apply for Section 8, and be eligible for the RAD program.

Victor D. Figueroa: No.

Commissioner Person-Polk: No, because you would be jumping people; there's a waiting list. They would have special consideration under the RAD once we become the RAD program.

Victor D. Figueroa: I just want to address one of her concerns about McGuire last in getting things; McGuire is being addressed now through the RAD program; there is a \$26 Billion national short fall in capital funds on the national level not just in Camden some are estimation it could be \$40 Billion; the reason HUD put this RAD program together is to try to address that problem in a different way: Right now as the public housing authority we cannot borrow money to make repairs, but under the RAD program we will be able to borrow funds. What we are doing is putting \$5 Million based on the assessments that were made, in the first year of RAD here at McGuire. No other sites will be receiving these funds but McGuire.

Ms. Donna Moye: Is there anything that needs to be fixed, any major projects?

Victor D. Figueroa: Based on the assessments that were made...they're going to make those repairs. It's by case by case per unit.

Ms. Donna Moye: Ms. Moye has concerns of displacement of tenants and temporary housing...and while the repairs are ongoing what about their utilities, (electric and gas?) Who will pay the utilities?

Victor D. Figueroa: The plan that Michael's Development presented was the hotel units while they make the repairs will convert that to a "motel" unit for a two week basis, move the tenants out of the units that need the repairs into that "mote" unit until the repairs are completed once the repaired units are completed those tenants will be moving back to their unit. The utilities and usage will be address by Michael's Development.

Commissioner Person-Polk: Suggested to Ms. Moye that she could address her other concerns by writing a letter to HACC.

Tracey Powell: President of Ablett Village and the Vice President of the City Wide Board: Ms. Powell stressed that there are problems also at Ablett Village with the squirrels; she said the maintenance crew and grounds keeper keep Ablett Village immaculate from Monday to Friday, by the weekend, the conditions are horrible. Ms. Powell apologized for the problems that McGuire's tenants are experiencing; Ms. Powel praises the maintenance crew, grounds keepers, the Executive Director and the Deputy Executive Director and the Board of Commissioners for the great work they're doing within the communities.

Victor D. Figueroa: Explained that HACC applied for a Choice Neighborhood Planning Grant for Ablett Village to help us start addressing those issues at Ablett Village.

Commissioner Person-Polk: Recognized that the grant for Ablett Village would be another stream of income.

Leila Hall: 202 Raritan Street, McGuire Gardens – suggests that the moving out meetings, literature, all communications be addressed in Spanish because some tenants are older, and Spanish speaking only. They do not understand the importance of the Board meeting: They do not understand the RAD program information. Spanish speaking residents do not understand although there are translators:

Translators speak very fast and the residents still do not understand. Request for literature and another meeting.

If a person is on the Section 8 waiting list is it possible to receive their voucher now?

Victor D. Figueroa:

Persons on the waiting list have to wait their turn to be called next from the waiting list.

Commissioner Person-Polk:

THE PUBLIC SESSION IS NOW CLOSED

I'd like to entertain Resolution 18-38, the Resolution for Closed Session:

Commissioner Miller:

Motion.

Commissioner Soria-Perez:

Second.

Philip George:

Under the Open Public Meetings Act the matters to be discussed are personnel, Litigation and Contracts and the minutes will be released if necessary and appropriate under the Open Public Meetings Act.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys-Frazier	Yes
Commissioner Hudson	Yes
Commissioner Miller	Yes
Commissioner Soria-Perez	Yes
Commissioner Person-Polk	Yes

## CLOSED SESSION

Philip George:

Executive closed session for matter of contracts for certain buildings as well as contracts for employees were discussed.

INAUDIBLE

Commissioner Person-Polk:

**Resolution 18-39** – Resolution authorizing the award of a contract for the supply and installation of security cameras at Mickle and Westfield Towers, subject to appropriations and authorizing the Executive Director or his designee to execute documents and do all things necessary to effectuate the transaction.

Theresa Thompson: Purchasing Manager of the Housing Authority of the City of Camden, Authorizing the award of the contract to supply and installation of security camera at Mickle and Westfield Towers; and authorizing the Executive Director to execute documents and to do all things necessary to effectuate the transaction. This project was out for bid twice and it was awarded the second time to a contractor who bid \$209,843. The total award amount is \$249,000.

Commissioner Person-Polk: Are there any questions from the public?

Laverne Williams: Asked to repeat the bid amount, what is the award amount, what is the name of the contractor and when are the cameras going into effect? Are they going to be inside the buildings?

Theresa Thompson: Conveyed the bid amount and the award amount. The name of the contractor is Amtech.

Victor D. Figueroa: Explained that the cameras are high tech and they will be replacing the old camera that are already there.

Commissioner Person-Polk: Are there any questions from the commissioners?

Commissioner Miller: INAUDIBLE

Theresa Thompson: Explained that the security officers will be responsible for monitoring the cameras.

Victor D. Figueroa: The cameras will also be DVR, and they will also be connected to the "Eye in the Sky" program, which is the Camden Police department's network within the City of Camden.

Theresa Thompson: Ms. Thompson explained that the requirement of the contractor is to be able to connect to the "Eyes in the Sky" program.

Commissioner Person-Polk: I'd like to entertain a Motion to accept Resolution 18-39

Commissioner Cunningham: Motion.

Commissioner Keys Frazier: Second.

Commissioner Person-Polk: It's been properly moved and seconded, Roll call.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys-Frazer	Yes
	Commissioner Hudson	Yes
	Commissioner Miller	Yes
	Commissioner Soria Perez	Yes
	Commissioner Person-Polk	Yes
Commissioner Person-Polk:	<b>Resolution 18-40</b> – check register for the month of June 2018.	
Daniel Aronson:	Director of Finance for the Housing Authority of the City of Camden: Resolution 18-40 – recurring resolution for the check register for the Housing Choice voucher program and general fund presented to the Board for review.	
Commissioner Person-Polk:	Are there any questions from the public?	
Laverne Williams:	What is the amount on the check register for the month of June??	
Daniel Aronson:	The amount on the register for the month of June is \$923,808.00.	
Commissioner Person-Polk:	Are there any questions from the commissioners?	
Commissioner Person-Polk:	I'd like to entertain a motion to accept Resolution 18-40	
Commissioner Keys-Frazer:	Motion.	
Commissioner Hudson:	Second.	
Commissioner Person-Polk:	It's been properly moved and seconded, Roll call.	
Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys-Frazer	Yes
	Commissioner Hudson	Yes
	Commissioner Miller	Yes
	Commissioner Soria Perez	Yes
	Commissioner Person-Polk	Yes
Commissioner Person-Polk:	<b>Resolution 18-41</b> – Resolution authorizing (HACC) to enter into a contract with Republic Bank to concurrently borrow amounts needed to acquire the general partnership and ownership rights in the 3 properties known as Baldwin's Run, Baldwin's Run Phase 2 and Baldwin's Run Senior and to provide continuing public housing services.	



Daniel Aronson: Director of Finance **Resolution 18-41** – Resolution authorizing (HACC) to enter into a contract with Republic Bank to concurrently borrow amounts needed to acquire the 3 properties known as Baldwin’s Run, Baldwin’s Run Phase 2 and Baldwin’s Run Senior and to provide continuing public housing services.

Commissioner Person-Polk: Are there any questions from the public?

Laverne Williams: 1655 Park Boulevard, Camden, NJ – who owns Baldwin’s Run?

Daniel Aronson: INAUDIBLE

Commissioner Person-Polk: Are there any questions from the commissioners?

Commissioner Miller: I have a comment rather than a question; I’d like to suggest to the Housing Authority, prior to taking over total ownership of these properties that the Housing Authority make sure that there are no environmental issues on those properties because once we take ownership we assume the responsibility of the liability for both remediation and future insurance liabilities.

Victor D. Figueroa: Thanked the commissioner for his suggestion and noted the suggestion.

Commissioner Person-Polk: I’d like to entertain a motion to accept Resolution 18-41.

Commissioner Keys-Frazer: Motion.

Commissioner Hudson: Second.

Commissioner Person-Polk: It’s been properly moved and seconded, Roll call.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys-Frazer	Yes
	Commissioner Hudson	Yes
	Commissioner Miller	Yes
	Commissioner Soria Perez	Yes
	Commissioner Person-Polk	Yes

Commissioner Person-Polk: **Resolution 18-42** – Resolution authorizing an expenditure of funds for a bonus for the Executive Director for the 2017 -2018 contract year. Subject to appropriations and authorizing the Executive Director or his designee to

execute documents and do all things necessary to effectuate the transaction.

Daniel Aronson: Director of Finance of the Housing Authority of the City of Camden: Resolution 18-42: Resolution authorizing an expenditure of funds for a bonus for the Executive Director for the 2017 -2018 contract year. the Housing Authority of the City of Camden

Commissioner Person-Polk: Are there any questions from the public?

Laverne Williams: 1655 Park Boulevard, Camden, NJ – What is the bonus amount?

Daniel Aronson: It says In the Resolution that it’s \$2,000.

Commissioner Person-Polk: Are there any questions from the commissioners? Seeing none, I’d like to enter a Motion to accept Resolution 18-42.

Commissioner Cunningham: Motion.

Commissioner Keys Frazier : Second.

Commissioner Person-Polk: It’s been properly moved and seconded, Roll call.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys-Frazer	Yes
	Commissioner Hudson	Yes
	Commissioner Miller	Abstain
	Commissioner Soria Perez	Yes
	Commissioner Person-Polk	Yes

Commissioner Person-Polk: Resolution 18-43 - Resolution of the Housing Authority of the City of Camden (“HACC”) approving the contract re-appointing Victor D. Figueroa as the Executive Director of the HACC as well as appointing him as Chief Executive Officer (CEO) and President of HACC's various affiliates and instrumentalities, authorizing the execution of an Employment Agreement, authorizing an expenditure of funds, subject to appropriations and availability of funds, and authorizing the Executive Director to do all things necessary to effectuate the transaction.

John Kostyal: John Kostyal, Human Resource Manager of the Housing Authority of the City of Camden – Resolution 18-43 Approving the contract reappointing Victor D. Figueroa as the Executive Director and Chief Executive officer of the

Housing Authority of the City of Camden and its various affiliates and instrumentalities; authorizing the execution of the employment agreement, authorizing expenditure of funds, subject to appropriateness and availability of funds, and authorizing the Executive Director to do all things necessary to effectuate the transaction.

Commissioner Person-Polk:

Are there any questions from the public?

Laverne Williams:

1655 Park Boulevard, Camden, NJ – does Mr. Victor gets paid a salary? Is it public Information? How much does Mr. Victor gets paid, does that include sick days and vacation? Is the sick days extra.

John Kostyal:

Yes, Mr. Victor gets paid \$164,000. Per year this includes sick and vacation pay.

Commissioner Person-Polk:

Explained that the sick and vacation time would be extra pay.

Commissioner Person-Polk

I'd like to enter a Motion to accept Resolution 18-43.

Commissioner Keys Frazier:

Motion to accept Resolution 18-43

Commissioner Cunningham :

Second

Commissioner Person-Polk:

It's been properly moved and seconded, Roll call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys-Frazer	Yes
Commissioner Hudson	Yes
Commissioner Miller	Yes

Commissioner Miller:

(It was difficult for me to come to a decision on Resolution 18-43 because I haven't been around the Housing Authority long enough this past year to be able to evaluate Victor's ability as the Executive Director: but knowing the job description as the Deputy Executive Director for a number of years working on some difficult situations, I believe he is the right person for the job.....I would say if it was left up to me I may reduce the amount but saying that I think I can support this Resolution.)

Commissioner Soria Perez	Yes
Commissioner Person-Polk	Yes

John Kostyal:

John Kostyal, Human Resource Manager, personnel hires presented in your package for consideration: Full time YouthBuild Coordinator: salaried \$55,000, began

employment June 18, 2018, subject to ratification by the Board of Commissioners;

Full time Teacher of Handicapped: salaried at an hourly rate of \$26.95: began employment June 18, 2018; subject to ratification of the Board of Commissioners:

Part time Groundskeeper, salaried at an hourly rate of \$9.00, fulfilling a vacant position, projected to begin working on July 9, 2018, there is confirmation that he has begun working; subject to ratification of the Board of Commissioners:

Commissioner Miller: In regard to employee # 1, the salary that is stated, is it comparable to other positions?

John Kostyal: Yes, it's comparable to other positions and in addition to that, the data was acquired through three separate online salaried positions equivalent to this salary.

Commissioner Miller: Do we have another person who is ....

John Kostyal: This particular position is a newly filled position and is within the budget:

Commissioner Miller: Accepted confirmation that the position was the only current coordinator's position and the salaried amount was comparable to similar researched positions conducted by HR manager.

Commissioner Miller: In regard to employee #2: Commissioner commented on the full time Teacher of Handicapped: he said the title was an offensive titled position.

John Kostyal: HR manager informed that the title is a State title by the Department of Education and requires a specific certificate and unfortunately that is what the State classifies.

Commissioner Soria-Perez: Inquired if the position was full time, and that the salary was hourly?

John Kostyal: HR Manager confirmed that the position for the Teacher Handicapped was full time; it is per hour because of the funded grant position.

Commissioner Person-Polk: The Groundskeeper will be going to Ablett Village.

John Kostyal: HR Manager said that they interviewed three other candidates for Groundskeeper positions but they did not

pass the screening process for the job. They had to extend the posting externally in order to fill the position.

Commissioner Person-Polk: What are the requirements for the Groundskeeper position? Can we use high school students that graduated?

John Kostyal: HR Manager said the position pays a little above minimum wage; there are no license certification, we are happy to look anywhere, but the problem is nobody wants the position; the outdoor requirement are not conducive to weather. They know they can work in air conditioning Residents are welcome to apply but if we do not get the application then we cannot fill positions.

Commissioner Person-Polk: I'd like to entertain a Motion to accept the three hires.

Commissioner Keys Frazier: Motion.

Commissioner Cunningham: Second.

Commissioner Person-Polk: It's been properly moved and seconded, Roll call.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys-Frazer	Yes
	Commissioner Hudson	Yes
	Commissioner Miller	Yes
	Commissioner Soria Perez	Yes
	Commissioner Person-Polk	Yes

Commissioner Person-Polk I'd like to have a Motion to Adjourn the meeting.

Commissioner Keys Frazier: Motion.

Commissioner Hudson: Second.

Commissioner Person-Polk:

It's been properly moved and seconded, Roll call.

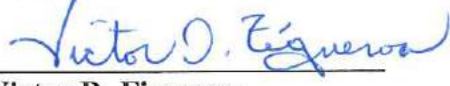
Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys-Frazer	Yes
Commissioner Hudson	Yes
Commissioner Miller	Yes
Commissioner Soria Perez	Yes
Commissioner Person-Polk	Yes

**ADJOURNMENT: 8:27PM**

**Attested to this 18th day of July 2018.**


**ATTEST:**

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Victor D. Figueroa  
Executive Director

**APPROVAL:**

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Deborah Person-Polk, Chairperson  
HACC Board of Commissioners