

HOUSING AUTHORITY OF THE CITY OF CAMDEN
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
WEDNESDAY, DECEMBER 21, 2022

The Board of Commissioners of the Housing Authority of the City of Camden (HACC) met for a Regular Meeting on Wednesday, December 21, 2022, at 5:30 PM, E.S.T.

Commissioner Deborah Person-Polk welcomed everyone to the meeting. Mr. Charles Valentine began the meeting with an invocation, followed by the Pledge of Allegiance to the flag at 5:32 PM, E.S.T.

Those present were as follows:

Present: Commissioner Alfred Dansbury
 Commissioner Melwood Hannah
 Commissioner Cameron Hudson (Arrived at 5:40 pm)
 Commissioner Soria-Pérez
 Commissioner Deborah Person-Polk

In Attendance: Melody Johnson-Williams, Acting Executive Director
 Cristal Holmes-Bowie, Esq., of Michael A. Armstrong & Assoc., LLC
 Edith Pagan, Acting Deputy Director
 Charles Valentine, Director of Modernization
 Sadyhe Bradley, General Counsel
 Wanda Riley, Asset Manager
 John Kostyal, Human Resources Manager
 Jasmine Kee, Purchasing Specialist
 Judith Osorio-Allen, General Accounts Manager
 Lakita Frederick, Assistant Director of HCV Program
 Nathyya Soto, Executive Secretary
 Dorixe De Jesus, Executive Secretary Assistant
 Melissa Ruiz, Assistant Property Manager (High-Rises)
 Kimberly Imes, HCV Program
 Melisa Bovil, Property Manager (Ablett Village)
 Dawn Vance, TMO
 Kim Jenkins, TMO
 Hector Torres, Ingerman Management
 David Hill, Maintenance Supervisor

CALL TO ORDER

Cristal Holmes-Bowie, Esq., of Michael A. Armstrong & Associates, LLC., stated that the Regular Meeting of the Housing Authority of the City of Camden Board of Commissioners for Wednesday, December 21, 2022, was held in accordance with Section 5 of the Open Public Meetings Act, NJSA10:4-10 and Chapter 231, Public Law 1975. Adequate notice was duly advertised in the *Courier Post* and *South Jersey Times*, the Housing Authority's website, and posted in common areas of the Authority's properties as required by law. The meeting was called to order.

Commissioner Person-Polk: Roll Call.

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Here
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Present
	Commissioner Cameron Hudson	Absent
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Present
	Commissioner Deborah Person-Polk	Present

Ms. Johnson-Williams stated that there was a quorum.

APPROVAL OF THE MINUTES

Commissioner Person-Polk asked to Entertain a Motion to table the Caucus Meeting Minutes for Tuesday, November 29, 2022.

1. Motion – Commissioner Soria-Pérez
2. Seconded – Commissioner Hannah
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Absent
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Commissioner Person-Polk asked to Entertain a Motion to table the Regular Meeting Minutes for Tuesday, November 29, 2022.

1. Motion – Commissioner Soria-Pérez
2. Seconded – Commissioner Hannah
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Absent
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

OLD BUSINESS

Commissioner Person-Polk stated that the two items (June 15, 2022, and October 24, 2022, Caucus Meeting Minutes) were voted on in Caucus and did not need to be voted on again.

EXECUTIVE DIRECTOR'S REPORT

Commissioner Person-Polk asked if there were any question regarding the Executive Director's Report of November 2022. There were no questions.

Commissioner Person-Polk asked to Entertain a Motion to accept the Executive Director's Report of 2022.

1. Motion – Commissioner Hannah
2. Seconded – Commissioner Dansbury
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Absent
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

NEW BUSINESS

Ms. Johnson-Williams stated the Resident Initiatives Department under the CNI Program participated in a panel discussion at the CHOICE MEANS CHOICE Urban Strategies 2022 Conference in Fort Myers it was on November 29, 2022 to December 2, 2022. She provided a copy of the PowerPoint and the program for the Commissioners to review. The topic on the panel was People: It's a Marriage.

Commissioner Person-Polk stated that HACC was very well represented at the conference by Edith Pagan, Charles Valentine, Tracy Fleming-Powell, Ronelle Brown, Shane Still, Judith Garcia, Ella Baker and Sheri Sababu, a total of 11. She also stated that she appreciated the staff and wanted to encourage them to keep working and that they're seen and appreciated and she thanked them for representing Camden in Florida and for all they do.

Cristal Holmes-Bowie stated that a question came up regarding the 2009 By-Laws of HACC which were approved by a Resolution. She stated that the present Commissioners have always received a copy of the By-Laws which indicated "Revised 1/2009" and were last approved by Resolution. The question came up from the public and she wanted to make the Commissioners aware that HACC is functioning properly. She also stated that Commissioner Dansbury verbally stated that he had a conflict with HACC in that he owns a property that the tenants are functioning with the Section 8 assistance through HACC. She stated that in the last meeting Commissioner Dansbury recused himself from voting on certain checks that were written to him, and he only voted on the payment register. She wanted it on the record that Commissioner Dansbury put the information in writing to the Chair of the Commission and explained how it came to his attention. She stated the statute that governs the HACC, 40A:12A-17, requires that a statement be made on the record to the Commissioner to the Authority in writing and steps were taken to correct it which meant that payments would come from either HUD or the Department of Community Affairs and not HACC. She wanted the record and the minutes to reflect that information.

Commissioner Person-Polk stated that Commissioner Hudson arrived at 5:40 PM.

RESOLUTIONS

Resolution 22-77 – Edith Pagan, Deputy Executive Director. Resolution establishing the date of Caucus Meetings for the Housing Authority of the City of Camden as the third Wednesday of every month for the calendar year 2023, and authorizing the Executive Director, or her designee, to do all things necessary to effectuate this authorization.

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-77.

1. Motion – Commissioner Soria-Pérez
2. Seconded – Commissioner Hannah
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Resolution 22-78 – Edith Pagan, Deputy Executive Director. Resolution 22-78 establishing the date of Regular Board Meetings for the Housing Authority of the City of Camden as the third Wednesday of every month for the calendar year 2023, and authorizing the Executive Director, or her designee, to do all things necessary to effectuate this authorization.

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-78.

1. Motion – Commissioner Hannah
2. Seconded – Commissioner Soria-Pérez
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Resolution 22-79 – Judith Osorio-Allen, General Accounts Manager. Resolution 22-79 is a resolution approving the Housing Authority of the City of Camden (HACC) payment register for the month of November 2022. Out of the General Fund, there were expenditures of \$678,475.88. And out of the Housing Choice Voucher Program, there were expenditures of \$1,311,344.49.

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-79.

1. Motion – Commissioner Hannah
2. Seconded – Commissioner Hudson
3. Moved and seconded. Roll Call:

*Commissioner Dansbury abstained from voting on Check #D000150080 for reasons of a conflict with that check but approved the other items on the payment register for November 2022.

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes*
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes

Commissioner Deborah Person-Polk Yes

Resolution 22-80 – Commission Person-Polk. Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on Wednesday, December 21, 2022.

Commissioner Person-Polk asked to Entertain a Motion authorizing a Closed Session.

1. Motion – Commissioner Soria-Pérez
2. Seconded – Commissioner Hudson
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

CLOSED SESSION

Commissioner Person-Polk asked to Entertain a Motion to come out of Closed Session.

1. Motion – Commissioner Hudson
2. Seconded – Commissioner Soria-Pérez
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Resolution 22-81 – Jasmine Kee, Purchasing Specialist. Resolution 22-81 is authorizing a contract between the Housing Authority and the City of Camden (HACC) and Gans, Gans & Associates to provide Executive Search services for the HACC's Director of Finance/CFO position (as amended), authorizing an expenditure of funds in an amount not to exceed \$55,000, and authorizing the Executive Director, or her designee, to execute documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Ms. Holmes-Bowie confirmed that the resolution was amended for only the CFO or Director of Finance and not for the Director of Housing Choice.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-81.

1. Motion – Commissioner Hudson
2. Seconded – Commissioner Hannah
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Resolution 22-82 – Jasmine Kee, Purchasing Specialist. Resolution 22-82 is a resolution authorizing a contract with Michael A. Armstrong & Associates for Board Attorney services, an expenditure of funds in an amount not to exceed \$45,000, and authorizing the Executive Director, or her designee, to execute documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-82.

1. Motion – Commissioner Soria-Pérez
2. Seconded – Commissioner Hannah
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Resolution 22-83 – Jasmine Kee, Purchasing Specialist. Resolution 22-83 is authorizing a contract with Brown & Connery, LLP for Labor and Employment Counsel services, an expenditure of funds in an amount not to exceed \$60,000, and authorizing the Executive Director, or her designee, to execute documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-83.

1. Motion – Commissioner Hudson
2. Seconded – Commissioner Hannah
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Resolution 22-84 – Jasmine Kee, Purchasing Specialist. Resolution 22-84 is authorizing a contract with Reno & Cavanaugh, PLLC for Mixed Finance RAD Counsel not to exceed \$150,000 for a one-year term, and authorizing the Executive Director, or her designee, to execute documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-84.

1. Motion – Commissioner Hudson
2. Seconded – Commissioner Hannah
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Resolution 22-85 – Jasmine Kee, Purchasing Specialist. Resolution 22-85 is authorizing a contract with McCright & Associates LLC for Housing Quality Standards (HQS) and Rent Reasonableness Inspections, an expenditure of funds in an amount not to exceed \$25,000, and authorizing the Executive Director, or her designee, to executive documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-85.

1. Motion – Commissioner Hudson
2. Seconded – Commissioner Hannah
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Resolution 22-86 – Jasmine Kee, Purchasing Specialist. Resolution 22-86 is awarding a contract to Detwiler Roofing LLC to replace roofs at Mickle and Westfield Towers in an amount not to exceed \$1,435,000, and authorizing the Executive Director, or her designee, to execute documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-86.

1. Motion – Commissioner Soria-Pérez
2. Seconded – Commissioner Hudson
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Resolution 22-87 – Jasmine Kee, Purchasing Specialist. Resolution 22-87 is authorizing a final one-year contract extension for pest control services to Corbett Exterminating, Inc. in an amount not to exceed \$65,000, and authorizing the Executive Director, or her designee, to execute documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-87.

1. Motion – Commissioner Hudson
2. Seconded – Commissioner Hannah
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Resolution 22-88 – Jasmine Kee, Purchasing Specialist. Resolution 22-88 is authorizing a final one-year contract extension for electrician services to Northeast Electrical Services, LLC in an amount not to exceed \$65,000, and authorizing the Executive Director, or her designee, to execute documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-88.

1. Motion – Commissioner Hudson
2. Seconded – Commissioner Hannah
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Resolution 22-89 – Jasmine Kee, Purchasing Specialist. Resolution 22-89 is approving to an amendment to Resolution 22-36 related to the term of the contract between the Housing Authority of the City of Camden (HACC) and BDO USA LLP in an amount not to exceed \$80,000, and authorizing the Executive Director, or her designee, to execute documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-89.

1. Motion – Commissioner Hudson
2. Seconded – Commissioner Hannah
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Resolution 22-90 – Jasmine Kee, Purchasing Specialist. Resolution 22-90 is authorizing the rejection of the sole bid received for Project 2022-B11 Elevator Pit Leakage Repair due to the sole bid exceeding the cost estimate for the services, and authorizing the Executive Director, or her designee, to execute documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners.

Commissioner Hannah asked Mr. Charles Valentine what the plan was to address the issue. Jasmine Kee stated the bid was out twice. Mr. Valentine stated they would go back out for bid in an attempt to solicit contractors directly.

Commissioner Person-Polk asked if there were any other questions from the Commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-90.

1. Motion – Commissioner Hudson
2. Seconded – Commissioner Hannah
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

PUBLIC PARTICIPATION

Commissioner Person-Polk gave instruction regarding public participation. She stated that no one signed up to speak.

ADJOURNMENT

Commissioner Person-Polk asked to Entertain a Motion to adjourn.

1. Motion – Commissioner Soria-Pérez
2. Seconded – Commissioner Hannah
3. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Commissioner Person-Polk stated that everyone have a blessed, safe holiday.

ADJOURNMENT: 6:49 PM


Attested to this 21st day of December 2022.

ATTEST:



Melody Johnson-Williams
Executive Director

APPROVAL:



Deborah Person Polk, Chairperson
Board of Commissioners