



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

RESOLUTION #2018-111

**APPROVING & ACCEPTING THE PROPOSAL FOR ADMINISTRATIVE SERVICES FOR
THE HOUSING CHOICE VOUCHER PROGRAM**

Commissioner FIGUEROA presents the following Resolution and makes the motion

Commissioner EVANS 2nd the motion on the following Resolution

WHEREAS, IHA has outsourced its HCV program and adopted an interagency agreement and then decided to end its relationship with NHA at the end of this calendar year


WHEREAS, IHA advertised for the required two weeks plus period soliciting for an experienced service provider to render the requested services in running its Section 8 program


WHEREAS, IHA received the following response from CVR Associates on Dec. 7th and it meets all requirements, qualifications presented in the RFP and allows for the cost structure to meet IHA budgetary needs

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 #2018-111 is hereby approved and accepted to authorize the E.D. to enter into a contract that meets the terms of IHA

	YES	NO	ABSTAIN	ABSENT
Commissioner Sean Evans	<u>X</u>			
Commissioner Calvin L. Bethea				<u>X</u>
Commissioner Zorana Figueroa	<u>X</u>			
Commissioner Andre L. Francis III	<u>X</u>			
Commissioner Anna Scott	<u>X</u>			
Commissioner Annette L. Beasley	<u>X</u>			
Commissioner Darlene Brown	<u>X</u>			

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, 12th, day of December, 2018.


Carmelo G. Garcia, Secretary
Executive Director


Darlene Brown
Chairperson/Board of Commissioners



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

RESOLUTION #2018-110

**APPROVING AND ACCEPTING ADMISSIONS AND CONTINUED
OCCUPANCY PLAN (ACOP) 45 DAY COMMENT PERIOD**

Commissioner EVANS presents the following Resolution and makes the motion

Commissioner FRANCIS 2nd the motion on the following Resolution

WHEREAS, the Irvington Housing Authority Board of Commissioners was desirous of amending its Admissions and Continued Occupancy Plan (ACOP) since it had not been modernized

WHEREAS, the Irvington Housing Authority is required to advertise any changes to the ACOP for a 45-day comment period


WHEREAS, prescribed by the attached affidavit the IHA met that obligation and made the changes available for public consumption and comments

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 #2018-110 authorizes and approves the changes made to the ACOP so we can operate more efficiently

YES NO ABSTAIN ABSENT

Commissioner Sean Evans	<u>X</u>			
Commissioner Calvin L. Bethea				<u>X</u>
Commissioner Zorana Figueroa	<u>X</u>			
Commissioner Andre L. Francis III	<u>X</u>			
Commissioner Anna Scott	<u>X</u>			
Commissioner Annette L. Beasley	<u>X</u>			
Commissioner Darlene Brown	<u>X</u>			

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Chairperson/Board of Commissioners



RESOLUTION OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF IRVINGTON

RESOLUTION #2018-109

APPROVING & AUTHORIZING RESOLUTION APPOINTED THE E.D. TO THE JOINT INSURANCE FUND COMMISION TO REPRESENT IHA

Commissioner FIGUEROA presents the following Resolution and makes the motion

Commissioner EVANS 2nd the motion on the following Resolution

WHEREAS, IHA is a member of the NJ public housing joint insurance fund

WHEREAS, the bylaws of said fund require that each member housing authority appoint a fund commissioner to represent and serve the authority as its representative to said fund

WHEREAS, IHA will appoint it's E.D. Carmelo G. Garcia to be the fund commissioner to protect its interest

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 #2018-109 is hereby approved and authorized to appoint it's E.D. as the fund commissioner

YES NO ABSTAIN ABSENT

Commissioner Sean Evans X
Commissioner Calvin L. Bethea
Commissioner Zorana Figueroa X
Commissioner Andre L. Francis III X
Commissioner Anna Scott X
Commissioner Annette L. Beasley X
Commissioner Darlene Brown X

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Darlene Brown Chairperson/Board of Commissioners



RESOLUTION OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF IRVINGTON

RESOLUTION #2018-108

APPROVING & AUTHORIZING A STANDARD ABRIDGED MAINTENANCE POLICY AND MANUAL FOR EACH EMPLOYEE TO RECEIVE AND RECOGNIZE AS THEIR GUIDE

Commissioner FIGUEROA presents the following Resolution and makes the motion

Commissioner EVANS 2nd the motion on the following Resolution

WHEREAS, IHA did not have a preventative maintenance manual and realizes that each employee must understand the basic and standard requirements of maintenance management

WHEREAS, IHA has been working with the Boston PHARS team to evaluate its maintenance program and systems

WHEREAS, IHA recognizes it is necessary for the maintenance personnel be guided by this policy manual which outlines the priorities and services that must be rendered by each staff person and management, each employee will receive this version and sign off on its receipt

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 #2018-108 is hereby approved and accepted to guide the IHA's maintenance personnel with a maintenance policy manual

Table with 4 columns: YES, NO, ABSTAIN, ABSENT. Rows list commissioners: Sean Evans, Calvin L. Bethea, Zorana Figueroa, Andre L. Francis III, Anna Scott, Annette L. Beasley, Darlene Brown. Markings: X in YES for Evans, Francis III, Scott, Beasley, Brown; X in ABSENT for Bethea.

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Darlene Brown Chairperson/Board of Commissioners



RESOLUTION OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF IRVINGTON

RESOLUTION #2018-107

APPROVING & AUTHORIZING AN EMERGENCY PROCUREMENT RESOLUTION TO REPAIR, REMEDIATE AND REPLACE A STEAM PIPE BY SUPERIOR WELDING CPR

Commissioner FIGUEROA presents the following Resolution and makes the motion

Commissioner EVANS 2nd the motion on the following Resolution

WHEREAS, IHA conducted a survey of its steam pipe located at the rear of bldg. 125-127 that was excessively releasing steam into the area

WHEREAS, IHA discovered once the area was excavated that the pipe was wrapped with asbestos and had several breakages along the 17ft pipe and the cost proposed was not to exceed \$10,200

WHEREAS, IHA needed to replace the pipe, remove the asbestos, and assign new cover gauges to protect the newly installed pipe so there was no loss of heat in bldgs. 125-127

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 #2018-107 is hereby approved and accepted to utilize CPR for their abatement and remediation of the pipe, its content

YES NO ABSTAIN ABSENT

Table with 4 columns: YES, NO, ABSTAIN, ABSENT. Rows list commissioners: Sean Evans, Calvin L. Bethea, Zorana Figueroa, Andre L. Francis III, Anna Scott, Annette L. Beasley, Darlene Brown. Markings: X under YES for Evans, Figueroa, Scott, Beasley, Brown; X under ABSENT for Bethea.

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Darlene Brown Chairperson/Board of Commissioners



RESOLUTION OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF IRVINGTON

RESOLUTION #2018-106

APPROVING & AUTHORIZING FOR AN EMERGENCY PROCUREMENT RESOLUTION TO REPAIR, REMEDIATE AND REPLACE A STEAM PIPE BY SUPERIOR WELDING

Commissioner FIGUEROA presents the following Resolution and makes the motion

Commissioner FRANCIS 2nd the motion on the following Resolution

WHEREAS, IHA conducted a survey of steam pipe that was releasing excessive steam into the building and units

WHEREAS, IHA discovered once the area was excavated that the pipe had been covered with asbestos and had a few breakages along the 17ft of pipe and the cost proposed would be not to exceed \$10,200

WHEREAS, IHA needed to replace the pipe, remove the asbestos and assign new cover gauges to protect the newly installed pipe so there was no loss in heat to bldg. 125-127

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 #2018-106 hereby authorizes and approved the emergency procurement to remove, remediate and replace a steam line that was a hazard

YES NO ABSTAIN ABSENT

Commissioner Sean Evans [X]
Commissioner Calvin L. Bethea [X]
Commissioner Zorana Figueroa [X]
Commissioner Andre L. Francis III [X]
Commissioner Anna Scott [X]
Commissioner Annette L. Beasley [X]
Commissioner Darlene Brown [X]

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Executive Director

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Chairperson/Board of Commissioners



RESOLUTION OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF IRVINGTON

RESOLUTION #2018-105

APPROVING & ACKNOWLEDGING THE CLOSE OF IPA FYE 3/31/17

Commissioner SCOTT presents the following Resolution and makes the motion

Commissioner FRANCIS 2nd the motion on the following Resolution

WHEREAS, IHA inherited audit findings created by the previous Executive Director and administration during the previous fiscal years

WHEREAS, IHA & its E.D. instituted all necessary corrective action plans and internal controls to abate such issues previously discovered by the independent auditor

WHEREAS, IHA worked diligently with the field office to remedy such findings and has presented evidence to demonstrate that each open item was closed out by HUD

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 #2018-105 is hereby acknowledged and approved whereas all IPA FYE 3/31/17 findings have been remedied and in compliance

YES NO ABSTAIN ABSENT

Table with 4 columns: YES, NO, ABSTAIN, ABSENT. Rows list commissioners: Sean Evans, Calvin L. Bethea, Zorana Figueroa, Andre L. Francis III, Anna Scott, Annette L. Beasley, Darlene Brown. Markings: X in YES for Sean Evans, Calvin L. Bethea, and Darlene Brown; X in ABSENT for Zorana Figueroa.

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Darlene Brown Chairperson/Board of Commissioners



RESOLUTION OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF IRVINGTON

RESOLUTION #2018-104

APPROVING & AUTHORIZING SHI's proposal and contract to perform PHASE 3 of the security and surveillance system upgrades, repairs

Commissioner FIGUEROA presents the following Resolution and makes the motion

Commissioner FRANCIS 2nd the motion on the following Resolution

WHEREAS, IHA has prepared a security and surveillance comprehensive resident safety plan

WHEREAS, IHA has already completed phase 1 and 2 and is finishing its access control system for all amps which is part of the overall network plan

WHEREAS, IHA received a proposal from SHI a state approved contractor/vendor in the amount not to exceed \$50,000 for equipment upgrades and not to exceed \$30,000 for labor installation

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 #2018-104 is hereby approved to authorize IHA to enter into a contract with SHI and their sub-contractor for a total not to exceed \$80,000

YES NO ABSTAIN ABSENT

Commissioner Sean Evans X
Commissioner Calvin L. Bethea X
Commissioner Zorana Figueroa X
Commissioner Andre L. Francis III X
Commissioner Anna Scott X
Commissioner Annette L. Beasley X
Commissioner Darlene Brown X

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Darlene Brown Chairperson/Board of Commissioners



**RESOLUTION OF THE HOUSING AUTHORITY
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RESOLUTION #2018-103

**APPROVING & AUTHORIZING IHA TO SUBMIT AN APPLICATION, PETITION TO CITY
OF IRVINGTON TO VACATE CRESCENT LANE ST. TO IHA**

Commissioner EVANS presents the following Resolution and makes the motion

Commissioner FRANCIS 2nd the motion on the following Resolution

WHEREAS, IHA is in need for the city of Irvington to vacate Crescent Lane street which is a public street to the Irvington Housing Authority

WHEREAS, IHA has conducted a tour with our engineers to devise a better more efficient and safer security system for our campus parking lots

WHEREAS, In order for IHA to successfully implement its capital improvement plan of securing the entire campus by controlling the entrance and exit access, as well as, the ability to tow any illegally parked cars in the lane we need this to be part of IHA's properties

Whereas, IHA in order to properly, effectively enforce its trespassing rules with the Irvington Police Dept. needs to have this public right of away assigned to IHA's inventory of meets and bounds

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 #2018-103 is hereby approved to authorize IHA to file for the vacating of Crescent lane

	YES	NO	ABSTAIN	ABSENT
Commissioner Sean Evans	<u> X </u>			
Commissioner Calvin L. Bethea				<u> X </u>
Commissioner Zorana Figueroa	<u> X </u>			
Commissioner Andre L. Francis III	<u> X </u>			
Commissioner Anna Scott	<u> X </u>			
Commissioner Annette L. Beasley	<u> X </u>			
Commissioner Darlene Brown	<u> X </u>			

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Darlene Brown
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RESOLUTION OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF IRVINGTON

RESOLUTION #2018-102

APPROVING THE BILLS LIST FOR THE MONTH OF NOVEMBER 1, 2018 TO NOVEMBER 30, 2018 IN THE AMOUNT OF \$347,920.42

Commissioner SCOTT presents the following Resolution and makes the motion

Commissioner EVANS 2nd the motion on the following Resolution

WHEREAS, the Irvington Housing Authority Board of Commissioners will meet on December 12, 2018 to approve the Bills List for the month of November 1st, 2018 – November 30th, 2018, in the amount of \$347,920.42; and

WHEREAS, the Executive Director has reviewed the “Bills List for the month of November 1st, 2018 – November 30th, 2018, are approved for payment; and

WHEREAS, funds are available for the bills to be paid.

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 #2018-102 is approved, and the Executive Director is authorized to pay the bills for the month November 1st, 2018 – November 30th, 2018, in the amount of \$347,920.42.

Table with 4 columns: YES, NO, ABSTAIN, ABSENT. Rows for Commissioners Sean Evans, Calvin L. Bethea, Zorana Figueroa, Andre L. Francis III, Anna Scott, Annette L. Beasley, and Darlene Brown.

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