



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

RESOLUTION #2018-30

**APPROVING AND ADOPTING A POLICY ON PROPER TENANT FILE
MAINTENANCE AND QUALITY CONTROL PROCEDURES**

Commissioner FIGUEROA presents the following Resolution and makes them motion

Commissioner EVANS 2nd the motion on the following Resolution

WHEREAS, every year the IHA has been red flagged in the audit for managers improperly or inefficiently maintaining tenant's records or file

WHEREAS, the Executive Director recognized this deficiency and wants to reform the process and make sure we avoid tenant file maintenance errors

WHEREAS, IHA management has implemented a file maintenance checklist and will require all managers to certify that the file is in proper order

WHEREAS, IHA management will be conducting quarterly quality control reviews of files by sampling them

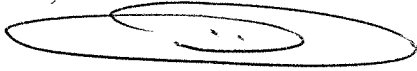
WHEREAS, all managers will require the E.D. or Comptroller to sample and certify to their files being properly maintained

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 2018-30 is hereby approved and adopted by the board to ensure that proper tenant file maintenance is adhered to and that we improve, achieve our goal by following the checklist, quality control and certification that files are in order

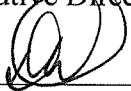
RESOL. #2018-30

	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, 14th, day of March, 2017.



Carmelo G. Garcia, Secretary
Executive Director



Darlene Brown
Chairperson/Board of Commissioners



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

RESOLUTION #2018-29

**AUTHORIZING AND ADOPTING OUR REQUEST TO HUD TO REMOVE 40 UNITS
OFFLINE FOR A PERIOD OF ONE YEAR TO UNDERGO MODERNIZATION DUE TO
THEIR POOR CONDITION AND REQUIRE A CONTRACTOR TO TURN THEM OVER**

Commissioner SCOTT presents the following Resolution and makes them motion

Commissioner EVANS 2nd the motion on the following Resolution

**WHEREAS, the authority is in need to take 40 units offline as part of their physical
needs assessment and capital improvement plan**

**WHEREAS, the authority will be going out to bid for a contractor to turn these
units over within one year**

**WHEREAS, the authority has requested from HUD to classify these units under its
modernization regulations as allowed in order for them not to affect its PIC scores and
vacancy count**

WHEREAS, the authority needs time and funds to accomplish this project

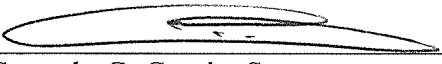
**WHEREAS, the authority will obligate and expend its capital fund program for
2017-2018 to perform and accomplish this goal**

**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 2018-29
approves and adopts the administration's request to HUD in accordance with the use of its
Capital Fund Program and implementation of IHA's capital improvement plan**


RESOL. #2018-29

	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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Carmelo G. Garcia, Secretary
Executive Director



Darlene Brown
Chairperson/Board of Commissioners



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

RESOLUTION #2018-28

**AUTHORIZING AND ADOPTING THE AMENDMENT TO YOUR CONSOLIDATED
ANNUAL CONTRIBUTIONS CONTRACT FOR HAP PROGRAM**

Commissioner SCOTT presents the following Resolution and makes them motion

Commissioner EVANS 2nd the motion on the following Resolution

WHEREAS, HUD is renewing our Housing Choice Voucher program increments for 3/1/2018

WHEREAS, the authority received notice that amending out Consolidated Annual Contributions Contract

WHEREAS, the revised funding exhibits require the authority to file any changes to our CACC and provide notification to the board for approval

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 2018-28 authorizes the IHA to accept the amendment to the Consolidated Annual Contributions Contract for the HCV-HAP program

RESOL. #2018-28

	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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Carmelo G. Garcia, Secretary
Executive Director



Darlene Brown
Chairperson/Board of Commissioners



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

RESOLUTION #2018-27

**ADOPTING & APPROVING THE DEMAP CONFIRMATORY REVIEW
COMPLETION OF OUR CORRECTIVE ACTION PLAN CURING HUD'S FINDINGS
OF THE HCV PROGRAM**

Commissioner SCOTT presents the following Resolution and makes them motion

Commissioner EVANS 2nd the motion on the following Resolution

WHEREAS, on Sept. 20th 2017, HUD conducted a review of the Section Eight Management Assessment Program and our SEMAP score had dropped from a high to standard performer

WHEREAS, HUD had identified 10 overall findings with 3 material findings and 7 observations of the program

WHEREAS, the SEMAP report required a corrective action plan and management prepared one to correct the deficiencies

WHEREAS, the Executive Director had the board approve the corrective action plan and all tasks have now been completed that were outlined in the plan

WHEREAS, the IHA has received HUD acknowledgement that all findings and observations noted in the confirmatory review have been cleared and closed

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 2018-27 is approved and adopted by the board confirming the administration's compliance and swift implementation of the SEMAP corrective action plan

RESOL. #2018-27

	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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Carmelo G. Garcia, Secretary
Executive Director



Darlene Brown
Chairperson/Board of Commissioners



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

RESOLUTION #2018-26

**ACKNOWLEDGING THE RENEWAL OF THE HOUSING AUTHORITY OF THE
TOWNSHIP OF IRVINGTONS' DENTAL PLAN FOR 2018**

Commissioner SCOTT presents the following Resolution and makes them motion

Commissioner FRANCIS 2nd the motion on the following Resolution

WHEREAS, the authority provides its employees with dental insurance through DELTA Dental

WHEREAS, the authority was advised that it was expiring and Delta Dental has been an excellent provider

WHEREAS, the authority reviewed Delta Dental's plan for renewal and wanted to lock in the best rates

WHEREAS, the authority is renewal its plan based on its fiscal year for 12 months

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 #2018-26 authorizes and approves the renewal of Delta Dental's plan for 12 months to be provided to employees of IHA

RESOL. #2018-26

	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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Carmelo G. Garcia, Secretary
Executive Director



Darlene Brown
Chairperson/Board of Commissioners



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

RESOLUTION #2018-25

**ACKNOWLEDGING THE EMERGENCY PROCUREMENT OF THE TEMPORARY
BOILER PROVIDED BY FALAK/AMERICAN BOILER**

Commissioner EVANS presents the following Resolution and makes the Motion

Commissioner SCOTT 2nd the motion on the following Resolution

WHEREAS, the Housing Authority of the Township of Irvington (hereinafter "Authority") had an emergency with both of its boilers that furnish heat to the residents of AMP 1 Crescent lane

WHEREAS, the authority was facing some frigid weather and already boiler 1 was down as maintenance had previously neglected these issues for years.

WHEREAS, boiler #1 was already down and being worked on and boiler #2 started leaking do to scaling and age, heat with going to be lost as repairs to boiler #1 would take 2 weeks and we could not afford to leave the residents without heat so we had to immediately contact a contractor who could provide us an emergency temporary mobile boiler to be installed to our existing heating and plumbing lines in order to protect residents

WHEREAS, we were able to secure Falak Construction and American Boiler had was the only provider to supply such a self-contained trailer boiler with enough HP to furnish all the bldgs. heat. Attached to this resolution are the invoices for equipment, installation and rentals

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF IRVINGTON, STATE OF NEW JERSEY, that Resolution #2018-25 (Authorized and approves the emergency necessary measures taken to conduct the Emergency Procurement of the temporary boiler provided by Falak/American Boiler)

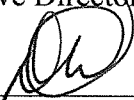
RESOL. 2018-25

	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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Carmelo G. Garcia, Secretary
Executive Director



Darlene Brown
Chairperson/Board of Commissioners



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

RESOLUTION #2018-24

**ACKNOWLEDGING THE SUBMISSION OF THE HOUSING AUTHORITY OF THE
TOWNSHIP OF IRVINGTON PHA ANNUAL PLAN AND FIVE-YEAR PLAN**

Commissioner EVANS presents the following Resolution and makes the motion

Commissioner FRANCIS 2nd the motion on the following Resolution


WHEREAS, the Housing Authority of the Township of Irvington (hereinafter "Authority") acknowledges to submission the FYB2018 PHA annual plan and 5 years with the proper certifications; HUD forms 50077-ST, CR, SL

WHEREAS, the IHA certifies to carry out the public housing program of the agency in conformity with title VI of the 1964 Civil Rights ACT, Section 504 of 1973 and title II of the 1990 ADA.

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 #2018-24 (Acknowledging the Submission of the Housing Authority of the Township of Irvington's FYB 2018 PHA Annual Plan and Five Years Plan).

	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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Carmelo G. Garcia, Secretary
Executive Director


Darlene Brown
Chairperson Board of Commissioners



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

RESOLUTION #2018-23

RESCINDING RESOLUTION NUMBER 2018-23 AWARDING A SECURITY CONTRACT TO AEGIS SECURITY COMPANY DUE TO A TECHNICALITY.

Commissioner EVANS presents the following Resolution and makes the motion

Commissioner FRANCIS 2nd the motion on the following Resolution

WHEREAS, the Housing Authority of the Township of Irvington (hereinafter "Authority") rescinds the award of security contract to Aegis Security Company- Resolution #2018-05

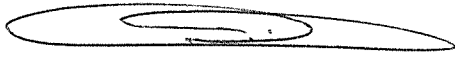
WHEREAS, Aegis Security Company's award was canceled due to the authority sharing the proposal under New Jersey Contract Law and found a technicality.

WHEREAS, the Authority conferred with general counsel for a legal opinion and it was confirmed that we need to rebid for security contract services based on that technicality caused by IHA's TA.

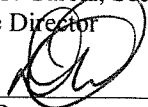
NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF IRVINGTON, COUNTY OF ESSEX, STATE OF NEW JERSEY, that Resolution #2018-23 (Rescinds a Contract to Aegis Security Company and acknowledges it's cancellation while noting the bid went out with a due date of March 13th).

	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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Carmelo G. Garcia, Secretary
Executive Director



Darlene Brown
Chairperson Board of Commissioners



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

RESOLUTION #2018-22

**AUTHORIZING AND ADOPTING THE DEBT FORGIVENESS
LETTER RECEIVED BY THE CITY OF IRVINGTON AND
AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A
REPAYMENT AGREEMENT PLAN**

Commissioner SCOTT presents the following Resolution and makes the motion

Commissioner FIGUEROA 2nd the motion on the following Resolution

WHEREAS, the Housing Authority of the Township of Irvington (hereinafter "Authority" adopts and approves the debt forgiveness hardship relief terms negotiated by with the Township of Irvington.

WHEREAS, the Authority had accrued \$2.4 million in fines for violations with the Fire safety codes and the city has agreed to reduce the debt to \$500,000 that IHA will repay the Township of Irvington within a 15 year term to start July 1st.

WHEREAS, the Authority incurred \$198,000 in Police Security and the city had reduced it to \$123,000 which will be repaid to the Township of Irvington within 10 years.

WHEREAS, the Authority incurred \$308,255 in Maintenance Debt through a previous shared services program and they city has reduced it to \$208,766.42 which will be repaid to the Township of Irvington within 10 years.

WHEREAS, the Authority incurred \$822, 447.95 in sewer charges with interest, penalties and the city has reduced it to \$609,161.59 therefore a savings of (\$213,286.36) to be paid over a 10-year period.

WHEREAS, the Authority has also asked that their annual PILOT payments be deferred for 5 years and that is waiting for city council approval.

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#2018-22 is accepted and authorizes the Executive Director to Execute the repayment agreement plan with the Township of Irvington.

RESOL. #2018-22

	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, 14th, day of March, 2018.



Carmelo G. Garcia, Secretary
Executive Director



Darlene Brown
Chairperson/Board of Commissioners



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

RESOLUTION #2018-21

**APPROVING THE BILLS LIST FOR THE MONTH OF FEBRUARY 1, 2018 TO
FEBRUARY 28, 2018 IN THE AMOUNT OF \$451,612.02**

Commissioner EVANS _____ presents the following Resolution and makes the motion

Commissioner FIGUEROA _____ 2nd the motion on the following Resolution

WHEREAS, the Irvington Housing Authority Board of Commissioners will meet on March 14, 2018 to approve the Bills List for the month of February 1st, 2018-February 28th, 2018, in the amount of \$451,612.02;

WHEREAS, the Executive Director has reviewed the “Bill’s List for the month of February 1st, 2018-February 28th, 2018 for quality assurance and confirms that these expenses have been encumbered

WHEREAS, funds have been certified by the comptroller and fee accountant that they are available for these 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 #2018-21 is approved, and the Executive Director is authorized to pay the bills for the month February 1st, 2018 – February 28th, 2018, in the amount of \$451,612.02.

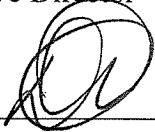
RESOL. #2018-21

	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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Carmelo G. Garcia, Secretary
Executive Director



Darlene Brown
Chairperson/Board of Commissioners



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

RESOLUTION #2018-20

**APPROVING MINUTES FOR THE REGULAR BOARD MEETING
HELD ON FEBRUARY 21, 2018**

Commissioner SCOTT 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 met on March 14, 2018 for the Regular Board Meeting; and

WHEREAS, the March 14, 2018, Regular Board Meeting Minutes were received late and video of the meeting was provided

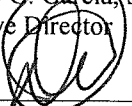
NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE TOWNSHIP OF IRVINGTON, COUNTY OF ESSEX, STATE OF NEW JERSEY, that Resolution #2018-20 (Approves the Minutes for the Regular Board Meeting held on February 21, 2018) in script and video format are approved and accepted.

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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Executive Director


Darlene Brown
Chairperson/Board of Commissioners