



JAY LAPP • Chairman
ANDREW HALTER • Commissioner
SHIRLEY ANDERSON • Commissioner
KIMBERLY GOBER • Secretary/Executive Director

THURASINGHAM MOHANAKANTHAN • Vice Chairman
EDWARD HUTCHINSON • Commissioner
SALVATORE FOGARINO • Commissioner

REGULAR MEETING **MINUTES: APRIL 16, 2018**

"The Board of Commissioners of the Housing Authority of the Borough of Glassboro, County of Gloucester and State of New Jersey met in session on WEDNESDAY, APRIL 16, 2018 At 6:00 P.M. Chairman Jay Lapp called the meeting to order requesting the "Pledge of Allegiance" be proclaimed.

ROLL CALL:

Executive Director Kimberly Gober called the roll and the following answered "aye":

- ✓ Chairman Jay Lapp
- ✓ Vice Chairman Thuraisingham Mohanakanthan
- ✓ Commissioner Sal Fogarino
- ✓ Commissioner Edward Hutchinson
- ✓ Commissioner Shirley Anderson
- ✓ Commissioner Andrew Halter (arrived at 6:10pm)

Also in attendance were:

- ✓ Executive Director Kim Gober
- ✓ Michael Watson, Esq. Solicitor
- ✓ Michael Jeseriski, Accountant
- ✓ Madeline Vazquez, GHA Manager
- ✓ Nelly Rojas, Administrative Aide

Absent:

SOLICITOR:

The Solicitor declared a quorum present as well as called the meeting to order and announced public notice of the meeting had been properly given to the South Jersey Times, Gloucester County and posted at the Borough Hall in accordance with the Open Public Meetings Act.

PUBLIC PORTION:

Motion to **Open Meeting to the Public**

MOTION: COMMISSIONER SALVATORE FOGARINO

SECOND: VICE CHAIRMAN THURAISSINGHAM MOHANAKANTHAN

NO PUBLIC ATTENDING

Motion to **Close**

MOTION: COMMISSIONER EDWARD HUTCHINSON

SECOND: VICE CHAIRMAN THURAISSINGHAM MOHANAKANTHAN

AGENDA

MINUTES:

Motion to approve the **Minutes:**

MOTION: COMMISSIONER SALVATORE FOGARINO

SECOND: COMMISSIONER EDWARD HUTCHINSON

FINANCIALS:

EXECUTIVE DIRECTOR KIM GOBER:

- The Financial Report for March is showing a decent profit but does not include things like lawn maintenance which is on a cash basis. In general we seem to be performing well under the RAD portfolio.
- Everything is progressing well in respect to the audits.

Motion to approve the **Financials:**

MOTION: COMMISSIONER SALVATORE FOGARINO

SECOND: COMMISSIONER EDWARD HUTCHINSON

DIRECTOR'S REPORT AND CORRESPONDENCE:

Executive Director Kim Gober:

- March 23rd was a big day for the affordable housing arena. The Omnibus Appropriations bill was passed.

Commissioner Andrew Halter arrives at 6:10 PM

Overall it was a 10% increase in appropriations for HUD and contained some things that are good for us. It contains a 12% increase in Credit allocations which converts to about 29,000 new constructed or rehab units. All in all it was a 63 Billion dollar increase for HUD. Section 8 program was funded at 100%. The Admin fee is still prorated at 77%. RAD was fully funded. This is a step in the right direction even though the President did not want this. The President wants anyone on Public Assistance working. It will be interesting to see what they come up with. The Secretaries of Treasury, Agriculture, Transportation, Commerce, Labor, Health and Human Services, HUD, and Education have 90 days to come up with a review all of the regulations and a plan on how to comply with this executive order. Elderly and disabled obviously should be exempt from this plan.

➤ **LIGHTING:**

We are increasing the lighting around the trash receptacles. To redo the wiring would be very expensive so we are proposing putting the lighting on the buildings. The lighting will be on a timer.

➤ **LANDSCAPING:**

A resident has been complaining about an infestation of some sort of bugs in a tree. A letter went out to the resident to tell them we are working with the landscaper. We are cautious to take any trees down because we don't want to start a trend in removing trees. It would be very expensive to take down the mature trees and start new.

➤ **ADMIN FEES:**

We have been underfunded for years. HUD evaluates the leasing of all of the Authorities at the end of the year. They go back and reconcile how many units were under leased for all of the Housing Authorities, So, you are operating your program with no real knowledge of what income you receive to operate it. The industry groups sent a letter to the government with a suggestion on how to fully fund the fees. In the voucher program you have administrative pot and the Housing Authority Program pot. If they would take some of the funds from the HAP pot to restore the administrative side, it would be budget neutral.

➤ **PARKING AREA:**

The grading needs to be addressed at Summit. There are issues with puddling and low spots. This is on our radar to be repaired.

➤ **RESOLUTION ADDED TO AGENDA:**

The BDO Financial Contract has changed. They are the Accounting Services who have helped our Financial Department providing assistance with the Budget. They also did the financial data schedules (FDS), which are submitted to HUD REAC annually. We have needed them more than we anticipated with the change to RAD. The Original Contract was not to exceed \$12,000 but this year the contract is an additional \$3000.00.

Chris Grupico had been with us for years as the Financial Director. He retired last year and Grace is doing very well in her new position. Her workload is overwhelming not to mention she has been training Mike who has taken her position.

The prior managing agent of GHA had a separate accountant for fee accounting which was \$30,000. This is a total of \$15,000.

Michael Watson, Esq. reports this is somewhat common. Often times these things like this come up after the contract has been signed. This will be the final change for this year.

Kim feels it is good to have them as standby, for a backup plan in case of emergency. This is the plan for both Housing Authorities.

➤ **Financial Disclosures:**

They are due by April 30th, 2018. There are fines if they are not done. If Stella has not contacted to you to say they are done, please file them ASAP and save your confirmation. These are not negotiable and are required by the state.

- **MOTION: COMMISSIONER SAL FOGARINO**
- **SECOND: COMMISSIONER THURASINGHAM MOHANAKANTHAN**

ALL IN FAVOR

NEW BUSINESS- RESOLUTIONS:

2018-21	RESOLUTION APPROVING REGULAR MONTHLY EXPENSES MOTION: COMMISSIONER MOHANAKANTHAN SECOND: COMMISSIONER HUTCHINSON ALL IN FAVOR
2018-22	RESOLUTION TO AUTHORIZE THE HOUSING AUTHORITY OF THE BOROUGH OF GLASSBORO TO EXECUTE A SMOKE FREE LEASE ADDENDUM MOTION: COMMISSIONER MOHANAKANTHAN SECOND: COMMISSIONER HUTCHINSON ALL IN FAVOR
2018-23	RESOLUTION AUTHORIZING A CHANGE ORDER TO THE AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES BETWEEN THE HOUSING AUTHORITY OF THE BOROUGH OF GLASSBORO AND BDO PHA FINANCE MOTION: COMMISSIONER HUTCHINSON SECOND: COMMISSIONER ANDERSON ALL IN FAVOR
2018-24	RESOLUTION AUTHORIZING EXECUTIVE SESSION MOTION: COMMISSIONER HALTER SECOND: COMMISSIONER HUTCHINSON ALL IN FAVOR

EXECUTIVE SESSION:

THE EXECUTIVE SESSION WILL CONTAIN THE FOLLOWING SUBJECTS:

- **CONTRACT WITH PENNROSE PROPERTIES**
- **PENDING LITIGATION**

MOTION: COMMISSIONER HUTCHINSON

SECOND: COMMISSIONER ANDERSON

ADJOURNMENT

Motion to **Adjourn**

MOTION: COMMISSIONER HUTCHINSON

SECOND: COMMISSIONER ANDERSON

The motion was carried by a unanimous voice vote of the Commissioners present.
Respectfully submitted,



Kimberly Gober, Executive Director

DATED: May 3, 2018