



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

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

REGULAR MEETING **MINUTES: JUNE 18, 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 MONDAY, JUNE 18 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
- ✓ Commissioner Edward Hutchinson
- ✓ Commissioner Shirley Anderson
- ✓ Commissioner Andrew Halter
- ✓ Commissioner Jennifer Wells

Also in attendance were:

- ✓ Executive Director Kim Gober
- ✓ Mark Asselta, Esq. Solicitor
- ✓ Grace Seeney, Financial Director
- ✓ Madeline Vazquez, GHA Manager
- ✓ Nelly Rojas, Administrative Aide
- ✓ Anna Miller, Liason to the Borough of Glassboro

Absent:

- ✓ Vice Chairman Thuraisingham Mohanakanthan
- ✓ Commissioner Sal Fogarino
- ✓

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.

§ OATH OF COMMISSIONER:

Commissioner Jennifer Wells is sworn in by Mark Asselta, Esq.

🏛️ PUBLIC PORTION:

Motion to **Open Meeting to the Public:**

SPEAKER:

Resident from Grillo Street:

Speaking for her brother who lives on Grillo Street, this resident is reporting the dumpsters need cleaning, they are attracting flies. This same resident lives in Delsea Manor, and reports there are many leaves by the fence that need to be cleaned up.

Madeline Vasquez explained that the leaves are there since a tree fell on the property. She has spoken to the landscaper and he is aware of the situation. They will be cleaning this up shortly.

Executive Director Kim Gober again encouraged any residents to call the work order line. GHA will then be aware of the problem. There is only one maintenance man for GHA but if he does not take care of the problem in a months' time, please call the office.

Motion to Close

MOTION: COMMISSIONER ANDREW HALTER

SECOND: COMMISSIONER EDWARD HUTCHINSON

📁 AGENDA

📄 MINUTES:

Motion to approve the **Minutes:**

MOTION: COMMISSIONER EDWARD HUTCHINSON

SECOND: COMMISSIONER ANDREW HALTER

ONE ABSTENTION FROM COMMISSIONER WELLS

FINANCIALS:

EXECUTIVE DIRECTOR KIM GOBER:

- All is going well under RAD. At this time there is \$330,000 in assets but this does not include GASB. This is an estimate booked and there may be expenses not included in this figure overall, financially we are doing fairly well. We are starting on a plan to modernize the apartments. Commissioner Anderson strongly suggests walk in showers. ED Gober agrees.

DIRECTORS REPORT:

EXECUTIVE DIRECTOR KIM GOBER:

- **Jack Carney from EHS and the Ellis Manor Site:**

The silt fence is down; the chain-link fence is down. Paul Letizia, AHO Director and Ron Bernardini, Modernization Coordinator walked the site and noted things that need to be done. The site needs to be in a state that we can maintain. Jack will level out the site and seed where needed. It won't be a plush site but it will be presentable. If we keep the curb clean and 20 feet around the perimeter cut, we would like to let the middle grow to deter foot traffic. If it becomes awful, we can change course. We purchased "no trespassing" signs. Mark Asselta feels the signs are imperative and we should have a record from the borough confirming the town will accept this, whether by mail or an email. ED Kim Gober voiced a suggestion to Joe Brigandi, the Borough of Glassboro Administrator, for Interlocal services to provide lawn cutting services. Chip Clark, Glassboro Highway Superintendent will be surveying the properties and reporting on his findings. Joe's feeling is they may be able to help at the Ellis site but not all other sites. Commissioner Anderson offers since we must accept the lowest bid when contracting for a service, this brings a lower class of that service. Commissioner Hutchinson personally feels the site looks better but still feels there should be no more standing water and pile of stones should be picked up. ED Gober states this all should be rectified this week. Commissioner Halter states there is a deer carcass on our property as well. If it is still there, Kim Gober will call the Borough to request a pickup. Commissioner Halter suggested wild flowers for the middle grass at the Ellis site. Commissioner Hutchinson reports you can purchase wild flowers cheap. They use them on the highways.
- **FOLLOW UP ON RESIDENTS COMPLAINTS:**
 1. **Fox Rehab and Leona Mathers from Senior Services:** Madeline Vasquez, Site Manager requested the services of these two and they set up a meeting and spoke to the residents to explain the programs each resident is eligible for. The residents were very happy with the outcome. A big thank you to Madeline for following up on this so quickly.

2. **Large tree:** The Landscaper came out and trimmed the tree spoken about in the last meeting.
 3. **Door:** An entrance door which swung the wrong way has been changed to open in a way that is easier for the tenant to maneuver.
 4. **Sidewalk:** the concrete replacing the damaged sidewalk has been replaced.
 5. **Gutters:** the Work order for cleaning gutters has been completed.
 6. **Memo to hire someone:** a memo will be sent out to Residents to tell them they can hire someone to clean, etc. but the worker must have insurance.
 7. **Back to the Boro:** We will look into the details involving the Rowan students coming out to help our Residents. We have to check their insurance. We will put this on our calendar in January 2019. This usually happens in April. We learned about it at the previous May meeting.
- **PENNROSE PROPERTIES:**
Pennrose Properties are submitting the same application. All of the documents are current. The Developer Agreement is the same. There was no feedback on a WAWA being interested in a commercial part of the site. ED Gober relayed a request from Pennrose Properties to put a "Commercial Property for sale" sign at the property. The Board has no problem with this and the Borough is okay with this as well. Everything would need HUD approval before this moved forward. For the Housing portion of Ellis, Pennrose will need about 5 acres. There is presently 10 acres on this site. The Commercial part would be beneficial financially for GHA. A Walgreens, Rite-Aid, CVS would be helpful to our residents. This step is just to get information. We are in no way bound or obligated to anything. ED Gober's suggestion is to go forward with the sign. Kim will draft an email to this affect to Pennrose.
 - GHA has started cleaning out the maintenance shop.

Motion to approve the **Financials and Directors Report:**

MOTION: COMMISSIONER ANDREW HALTER

SECOND: COMMISSIONER EDWARD HUTCHINSON

EXECUTIVE SESSION:

THE EXECUTIVE SESSION WILL CONTAIN THE FOLLOWING SUBJECTS:

- **REAL ESTATE CONTRACT WITH CORRALUZO**

MOTION: COMMISSIONER EDWARD HUTCHINSON

SECOND: COMMISSIONER SHIRLEY ANDERSON

NEW BUSINESS- RESOLUTIONS:

2018-35	CONSIDER RESOLUTION APPROVING REGULAR MONTHLY EXPENSES
2018-36	CONSIDER RESOLUTION AUTHORIZING THE PURCHASE OF REPLACEMENT SECURITY CAMERAS MAX COMMUNICATIONS, INC.
2018-37	CONSIDER RESOLUTION AUTHORIZING EXECUTIVE SESSION

ADJOURNMENT

Motion to **Adjourn**

MOTION: COMMISSIONER EDWARD HUTCHINSON
SECOND: COMMISSIONER SHIRLEY ANDERSON

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



Kimberly Gober, Executive Director

DATED: July 2, 2018