



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

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

## **REGULAR MEETING MINUTES** **DECEMBER 17, 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, DECEMBER 17, 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 Thuraissingham Mohanakanthan
- ✓ Commissioner Andrew Halter
- ✓ Commissioner Edward Hutchinson
- ✓ Commissioner Shirley Anderson
- ✓ Commissioner Jennifer Wells

Also in attendance were:

- ✓ Kim Gober, Executive Director
- ✓ Mark Asselta, Esq. Solicitor
- ✓ Grace Seeney, Financial Director
- ✓ Madeline Vazquez, GHA Manager
- ✓ Nelly Rojas, Administrative Aide

Absent:

- ✓ 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.

## **PUBLIC PORTION**

Solicitor Mark Asselta asks the attending public to please keep their comments to 5 minutes, so the meeting can proceed in a timely manner.

### **Motion to Open the Public Portion**

**Motion: Commissioner Andrew Halter**

**Second: Commissioner Jennifer Wells**

**All in favor**

- **Ms. Debra Nash** presented the Board the following comments and concerns:
  1. Ms. Nash has received two letters from the Executive Director. The second letter was received today and refers to the fact that GHA is evaluating extending the concrete as well as installing alternative lighting in the smoking area. Ms. Nash stated she was stuck in her power chair in mud after it rained at that location.
  2. Ms. Nash stated that the Work Order to paint her apartment has been open since July. Chairman Lapp stated that he knows that work-orders are backed up. GHA is only allowed one maintenance man per 100 Units. Mr. Lapp confirmed that the GHA's letter offers to help Ms. Nash find other housing if she chooses. Ms. Nash suggested the references in the letter to her causing damage to her walls and being responsible to pay for the painting were retaliatory. Ms. Nash spoke to other tenants who have previously had their units painted and they did not have to pay for it. Ms. Nash advised that she has not allowed maintenance into her apartment. Chairman Lapp confirmed that the GHA has not taken any retaliatory action against Ms. Nash.
- **Ms. Lois Clark** received a letter for late rent and it was not appreciated. It was very rude. **Solicitor Mark Asselta** stated the letters are according to State Law and it is an automatic letter sent for late rent just to advise the resident. Please don't feel offended. If you are late, they are automatically sent.

### **Motion to Close the Public Portion**

**Motion: Commissioner Ed Hutchinson**

**Second: Commissioner Jennifer Wells**

**All in favor**

## **AGENDA**

## **MINUTES:**

Chairman Lapp asks the Commissioner if they had any comments on the Minutes from the October Board meeting.

### **Motion to approve the Minutes:**

**Motion: Commissioner Ed Hutchinson**

**Second: Commissioner Thuraisingham Mohanakanthan**

## **FINANCIALS:**

Financial Director Grace Seeney indicates all funds are surplus before appreciation except for Whitney Gardens.

**GOING FORWARD, GRACE WILL PLACE A NOTE ON THE FINANCIAL STATEMENT SO COMMISSIONERS KNOW WHAT THE R&R BALANCE IS FOR HUGE TICKET ITEMS.**

## **DIRECTORS REPORT:**

### **Executive Director Kimberly Gober:**

- November 20<sup>th</sup>, 2018 the Pennrose Project was funded by the NJHMFA. The Executive Director met with Pennrose to ask what the next step is for the GHA. We have to work on a more serious budget. The cost of construction has been increasing and Pennrose still has some gap funding to come up with. The next step is to meet with the Borough, which is January 29 at 2:00 PM.

Three Commissioners may attend:

1. Andrew Halter
2. Jay Lapp
3. Ed Hutchinson

By that meeting, Pennrose should have the square foot cost. After that meeting, GHA should have a better handle on what the plan would be. The NJHMFA will have deadlines for Pennrose and the soft loans are their responsibility. GHA will cooperate and assist but it is Pennrose responsibility to get this project done and they will.

**Commissioner Anderson** questions if there will be another maintenance person for this project? Kim Gober states HUD mandates it is 100 units per maintenance person. The building will be 66 units for Seniors with a set aside for non-elderly disabled. Not more than 20% can be under 55 for the disabled (13). A couple of the units has to be 55 and disabled.

**Anna Miller** questioned the timeline on ground breaking? Kim will know more at the next meeting.

**Commissioner Anderson** asked what the timeline for Camp Salute was. Chairman Lapp answered 10 years from inception to opening day.

**Kim Gober** spoke to the Community Resource Officer and offered that some residents are concerned about the safety at GHA. He assured her that this is just a perceived fear and our properties are safe. What we are doing is reasonable and there is nothing he has been alerted that is alarming.

**Chairman Lapp** inquired into the status of the open Work Order, regarding Deborah Nash's request to have her apartment painted. The Executive Director advised that a letter has been sent to Ms. Nash stating the Work Order has been delayed because she would not allow AHO Director Paul Letizia to enter her unit for evaluation and inspection.

After the meeting with the Borough, we work on a budget and timeline. A Dunkin Donuts maybe interested in part of the site and that would have to be worked into a new agreement. We gave Pennrose the permission to market the site. This also would be part of the discussion with the Borough. There are 24 RAD units there. Project Based units are there and that affects the budget.

**Admin Fees:** HUD issued a notice to recoup some Admin Fees. We will be applying for that.

**NEW LIGHTING for GRILLO.** Hannibal and Madeline went during the night and took pictures and sent them to Kim. A Contract has been signed with Contractor for this installation and it should begin soon.

**JANUARY MEETING IS THE ANNUAL MEETING:** January 22<sup>nd</sup>, 2018 (Tuesday). Meeting will convene at 5:00 PM. Going forward the Commissioners would like to approve a 5:00 PM starting time.

**Motion to accept the reports:**

**Motion: Commissioner Thuraisingham Mohanakanthan**

**Second: Commissioner Edward Hutchinson**

### **NEW BUSINESS- RESOLUTIONS:**

<b>2018-74</b>	<b>CONSIDER RESOLUTION APPROVING MONTHLY EXPENSES</b>  <b>MOTION: COMMISSIONER HALTER</b> <b>SECOND: COMMISSIONER HUTCHINSON</b> <b>ALL IN FAVOR</b>
<b>2018-75</b>	<b>CONSIDER RESOLUTION TO ADOPT GHA BUDGET FY2019:</b> <b>ROLL CALL:</b> <b>MOTION: COMMISSIONER MOHAN</b> <b>SECOND: COMMISSIONER HUTCHINSON</b>  ✓ <b>CHAIRMAN LAPP</b> ✓ <b>COMMISSIONER HALTER</b> ✓ <b>COMMISSIONER MOHAN</b> ✓ <b>COMMISSIONER HUTCHINSON</b> ✓ <b>COMMISSIONER ANDERSON</b> ✓ <b>COMMISSIONER WELLS</b> <b>COMMISSIONER FOGARINO IS ABSENT</b>  <b>MAJORITY IN FAVOR</b>
<b>2018-76</b>	<b>CONSIDER RESOLUTION APPOINTING A FUND COMMISSIONER FOR THE JIF INSURANCE FUND</b>  <b>MOTION: COMMISSIONER MOHANAKANTHAN</b> <b>SECOND: COMMISSIONER HUTCHINSON</b> <b>ALL IN FAVOR</b>
<b>2018-77</b>	<b>CONSIDER RESOLUTION DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)</b>  <b>MOTION: COMMISSIONER HUTCHINSON</b> <b>SECOND: COMMISSIONER MOHANAKANTHAN</b> <b>ALL IN FAVOR</b>
<b>2018-78</b>	<b>CONSIDER RESOLUTION AUTHORIZING DISPOSITION AND WRITE OFF OF EXPENDED PROPERTY</b>

	<b>MOTION: COMMISSIONER HUTCHINSON</b> <b>SECOND: COMMISSIONER MOHANAKANTHAN</b> <b>ALL IN FAVOR</b>
<b>2018-79</b>	<b>RESOLUTION APPROVING AND AUTHORIZING GHA, AHCG AND HAGC MANAGEMENT SERVICES AGREEMENT</b>  <b>MOTION: COMMISSIONER MOHANAKANTHAN</b> <b>SECOND: COMMISSIONER HUTCHINSON</b> <b>ALL IN FAVOR</b>
<b>2018-80</b>	<b>CONSIDER RESOLUTION AUTHORIZING EXECUTIVE SESSION: TABLED</b>  <b>MOTION: COMMISSIONER</b> <b>SECOND: COMMISSIONER</b> <b>ALL IN FAVOR</b>

**THE UNION REACHED OUT TO MIKE WATSON. OUR EMPLOYEES HAVE BEEN WORKING WITHOUT A CONTRACT SINCE 2017.**

**ADJOURNMENT**

**Motion to Adjourn**  
**Motion: Thuraisingham Mohanakanthan**  
**Second: Ed Hutchinson**

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



**Kimberly Gober, Executive Director**  
**DATED: January 9, 2019**