



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

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

REGULAR MEETING MINUTES **DECEMBER 16TH, 2019**

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 16TH, 2019 at 5:00 P.M. Chairman Jay Lapp called the meeting to order requesting the Pledge of Allegiance be recited.

ROLL CALL:

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

- ✓ Chairman Jay Lapp
- ✓ Vice Chairman Edward Hutchinson
- ✓ Commissioner Thuraisingham Mohanakanthan
- ✓ Commissioner Andrew Halter
- ✓ Commissioner Shirley Anderson

Absent:

- ✓ Commissioner Jennifer Wells
- ✓ Commissioner Sal Fogarino

Also in attendance were:

- ✓ Kim Gober, Executive Director
- ✓ Mark Asselta, Esq. Solicitor
- ✓ Nelly Rojas, Administrative Aide
- ✓ Grace Seeney, Finance Director
- ✓ Madeline Vasquez, Property Manager
- ✓ Paul Letizia, AHO Director
- ✓ Hannibal Ross, Supervising Maintenance Repairer

EXECUTIVE DIRECTOR:

Declared a quorum present

SOLICITOR:

The Solicitor 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 the Public Portion

Motion: Vice Chairman Edward Hutchinson

Second: Commissioner Andrew Halter

All in favor

E.D. Kimberly Gober indicates that, as of December 31, 2019 and after 29 years of service, GHA's Supervising Maintenance Repairer Hannibal Ross is retiring. E.D. Gober further states it has been a pleasure and an honor to work with Mr. Ross, whom she met back in 1990 while she was performing fee accounting services for GHA. E.D. Gober also indicates she has a tremendous amount of respect for Mr. Ross and his knowledge of all the buildings. Hannibal has done a fabulous job keeping them together, even after the maintenance staff has dwindled and the operations of the Authority have changed. E.D. Gober finishes by saying she wishes him well and that he will be certainly missed. AHO Director Paul Letizia indicates he has worked with Hannibal for about 8 years and has gotten to know him well; adding that the Commissioners should know that the Authority is losing a good employee to retirement. Mr. Ross has done an excellent job for the Authority, residents respect him, and he has earned that respect with his work. Director Letizia further comments that Hannibal was always a reliable person, even coming to work on his days off when he was needed. Director Letizia finishes by wishing Hannibal's health lasts forever, reiterating he will be truly missed.

<u>2019-57</u>	CONSIDER RESOLUTION HONORING HANNIBAL ROSS MOTION: VICE CHAIRMAN EDWARD HUTCHINSON SECOND: COMMISSIONER ANDREW HALTER ROLL CALL VOTE – ALL COMMISSIONERS PRESENT RESPONDING “AYE”
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No public present.

Motion to Close the Public Portion

Motion: Vice Chairman Ed Hutchinson

Second: Commissioner Andrew Halter

All in favor

MINUTES

Motion to approve the Minutes from November 2019, as read,

Motion: Vice Chairman Ed Hutchinson

Second: Commissioner Thuraisingham Mohanakanthan

Abstain: Commissioner Andrew Halter due to absence

All in favor

FINANCE REPORT

- Finance Director Grace Seeney indicates that, as specified last month, we received the check from the sale of the land parcels and is now reflected on the November Financial Report, under "Other Income", now the account is showing a surplus. F.D. Seeney also indicates her department is busy working on end of the year reports.

No further questions from the Commissioners.

DIRECTORS REPORT:

- E.D. Gober indicates she is sitting on the legislative committee for the National NAHRO and has received new information regarding the Federal Budget. We are currently working under a continuous resolution which has been extended twice. According to sources, it appears that Congress has struck a deal and a budget will be passed. A letter with more details is in your packets.
- E.D. Gober thanks Site Manager Madeline Vazquez for obtaining a new “No Trespassing-No Solicitation” sign, as requested by the Board during the last meeting, hopefully it will aid in deterring the unwanted traffic we were having at the site.
- E.D. Gober also thanks S.M. Vazquez for the survey she conducted regarding the designation of a gardening area, as a resident had expressed their interest to the Board. The results so far are (7) yes (14) no. The idea is to have a pilot program at Delsea Manor and, depending on the result, to expand the gardens to the other sites. 7 participants are a good number; however, residents must be responsible for maintaining the plots on a regular basis in order to keep the space.
- GHA’s Holiday’s Luncheons will be at noon on Wednesday, Dec. 18 at Williams/Grillo and Friday, Dec.20 at Delsea Manor. Commissioners are always welcome to attend.
- A couple of meetings ago, a resident had requested to have the flag raised at our sites, we have looked into this request, however, there is only one contractor in New Jersey that has the proper public works credentials to complete the work, and it will cost \$10,000 to install (2) flags poles, one at Delsea and one at Williams/Grillo. At this time, is not advisable to proceed, however, we are still looking into other options that may be more feasible.
- The JIF has issued a memorandum regarding Cyber insurance, indicating that the number of claims has gone up during the last year, as a result there will be an increase on the deductible across the board, from \$10k to \$20k. However, if GHA participates on the Cyber Risk Management program there could be a considerable reduction on the deductible.
- Pennrose has satisfied their escrow obligations with the Borough and are currently working on the budget gap.

No further comments or questions by the Commissioners.

NEW BUSINESS- RESOLUTIONS:

<u>2019-52</u>	CONSIDER RESOLUTION APPROVING REGULAR MONTHLY EXPENSES
<u>2019-53</u>	CONSIDER RESOLUTION ADOPTING BUDGET FY2020 MOTION: VICE CHAIRMAN EDWARD HUTCHINSON SECOND: COMMISSIONER SHIRLEY ANDERSON ROLL CALL VOTE – ALL COMMISSIONERS PRESENT RESPONDING “AYE”
<u>2019-54</u>	CONSIDER RESOLUTION APPROVING AND AUTHORIZING AN INTERLOCAL AGREEMENT BETWEEN GHA, AHCG AND HAGC TO PERFORM MANANGEMENT SERVICES
<u>2019-55</u>	CONSIDER RESOLUTION DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)
<u>2019-56</u>	CONSIDER RESOLUTION APPOINTING A FUND COMMISSIONER FOR THE JIF INSURANCE FUND
<u>2019-58</u>	CONSIDER RESOLUTION AUTHORIZING THE IMPLEMENTATION OF A RECORDS RETENTION POLICY
<u>2019-59</u>	CONSIDER RESOLUTION AUTHORIZING THE IMPLEMENTATION OF AN OPEN PUBLIC RECORDS ACT (OPRA) POLICY
<u>2019-60</u>	CONSIDER RESOLUTION AUTHORIZING THE IMPLEMENTATION OF A POLICY GOVERNING FILING NOTICES OF TORT CLAIMS

<u>2019-61</u>	CONSIDER RESOLUTION AUTHORIZING THE INDEMNIFICATION OF COMMISSIONERS AND EMPLOYEES CONSISTENT WITH NJSA 59:10-4
<u>2019-62</u>	CONSIDER RESOLUTION AUTHORIZING A POLICY WITH RESPECT TO REIMBURSEMENT OF AUTHORITY COMMISSIONER/EMPLOYEES FOR COST OF DEFENDING AGAINST CRIMINAL CHARGES
<u>2019-63</u>	CONSIDER RESOLUTION APPROVING EXECUTIVE SESSION - TABLED

Motion to Approve the Resolutions

Motion: Vice Chairman Edward Hutchinson

Second: Commissioner Thuraisingham Mohanakanthan

All in Favor

 ADJOURNMENT

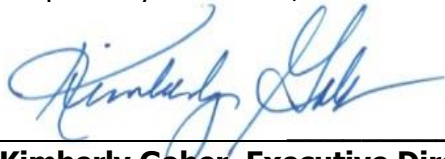
Motion to Adjourn

Motion: Commissioner Shirley Anderson

Second: Commissioner Andrew Halter

All in Favor

Respectfully submitted,



Kimberly Gober, Executive Director

DATED: December 16th, 2019