



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

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

## **MEETING MINUTES** **SEPTEMBER 21<sup>st</sup>, 2020**

The Board of Commissioners of the Housing Authority of the Borough of Glassboro, met in session on MONDAY, SEPTEMBER 21, 2020 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 (via Conference Call)
- ✓ Commissioner Andrew Halter (via Conference Call) Joined 5:15 PM
- ✓ Commissioner Thuraissingham Mohanakanthan (via Conference Call)
- ✓ Commissioner Shirley Anderson (via Conference Call)
- ✓ Commissioner Jennifer Wells (via Conference Call)

Absent:

- ✓ Commissioner Sal Fogarino

Also in attendance were:

- ✓ Kim Gober, Executive Director
- ✓ Nelly Rojas, Administrative Assistant
- ✓ Grace Seeney, Finance Director
- ✓ Mike Watson, Esq. Solicitor (via Conference Call)
- ✓ Anna Miller, Council Representative (via Conference Call)
- ✓ Madeline Vazquez, Site Manager (via Conference Call)

### **📁 EXECUTIVE DIRECTOR:**

Declared a quorum present.

### **📖 SOLICITOR:**

The Solicitor stated "In accordance with the Open Public Meetings Act of 1975, this meeting is called to order pursuant to notice of Regular Meeting, a copy of which has been made available to newspapers of general local public circulation, a copy of which has been made available to the Clerk of Gloucester County, and a copy of which has been posted publicly in accordance with the law."

## **PUBLIC PORTION:**

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

**Motion: Vice Chairman Ed Hutchinson**

**Second: Commissioner Thuraisingham Mohanakanthan**

**All in favor**

**No Public Present. (via Conference Call)**

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

**Motion: Vice Chairman Ed Hutchinson**

**Second: Commissioner Shirley Anderson**

**All in favor**

## **MINUTES**

### **Motion to Approve the Minutes from JULY 2020, as read,**

**Motion: Vice Chairman Edward Hutchinson**

**Second: Commissioner Jennifer Wells**

**All in favor**

## **FINANCIAL REPORT:**

- Grace Seeney, Finance Director indicates GHA is breaking even due to the CARES money received for the HCV Program. Williams Street is still at a loss. Chairman Jay Lapp asks what can be done to Williams Street, so it is not always a loss for GHA. E.D. Gober indicates that we need to develop a plan to renovate the kitchens and bathrooms particularly at Williams and Grillo Streets in the future. Grace Seeney Finance Director indicates the issue is the price per unit with there being only 24 units at Williams Street and spreading the utilities between them, also before depreciation GHA is at a negative \$9000.00 and after depreciation GHA is at a negative \$27,000 for Williams Street. A discussion was held regarding Williams Street.

### **Motion to Approve the Financial Report, as read,**

**Motion: Vice Chairman Edward Hutchinson**

**Second: Commissioner Shirley Anderson**

**All in favor**

## **DIRECTORS REPORT:**

- E.D. Gober indicates Coronavirus cases in NJ are at 200,154 positive cases and 14,278 deaths. Gloucester County has 4,330 positive cases and 217 deaths. Gloucester county's population makes up 1.5% of positive cases. Gloucester County long term care facilities account for 1,017 of the positive cases and 151 deaths.
- E.D. Gober indicates the Federal appropriations for additional relief bill has passed the House but not the Senate. The budget for 2021 has not been approved and the Federal Fiscal Year

starts October 1, 2020. All are hoping for a continuing resolution, but as of 9/18/2020 the core disagreement of the House and Senate is the length, the Senate wants a December 18<sup>th</sup>, 2020 expiration for a continuing resolution, while the House wants it to run into February 2021. Ideally a budget is needed, but a continuing resolution would at least allow HUD to continue to provide funding. Given the additional CARES money received, GHA will be able to pay October bills, but it is unsettling not to know what is happening and that there is not a continuing resolution yet.

- E.D. Gober indicates like prior years GHA has applied for the Housekeeping grant and received funding approval.
- E.D. Gober indicates the state of NJ has a moratorium on evictions, the Federal CARES Act had an eviction moratorium that expired in July and now the CDC has issued an eviction moratorium at the Federal level. GHA is starting to see a decline in rents being paid, we are waiting for HUD to publish what they are calling a tool kit, which we can share with the residents. With so much publicity on the eviction moratoriums it is important for our residents to know it is still their obligation to pay their rent. In March 2020 our rent collection percentage was almost 98% compared to 83% in September 2020. The key will be communicating with the residents to make sure they continue to report any income changes and request an interim evaluation if needed.
- E.D. Gober indicates we have hired a temporary employee to power wash and paint the exteriors of the buildings, the employment will be evaluated on a month to month basis.
- E.D. Gober updates the Board regarding Pennrose with respect to the RAD conversion on the 24 units we have submitted the plan to HUD on August 6, 2020 and is scheduled to be presented to HUD's RAD committee on September 24, 2020, if it is approved we will receive a RAD Conversion Commitment (RCC) and that is the contract for RAD between the Housing Authority and HUD, then we move to the Recap Closing Department. We have a conference call scheduled with Rick from the Brooke Group, Mark and Mike from Brown & Connery on September 24, 2020 where we will talk about moving forward to closing with counsel.
- E.D. Gober indicates that Resolution 2020-38 is for some compliance issues with the Glassboro planning board, we are not transferring any deeds until after the RAD conversion because the property at this point is still under a Declaration of Trust with HUD, but is needed to separate the lot were the pump station is located which will go to the Borough of Glassboro after the RAD Conversion, as well as one lot that is leased with Pennrose and another lot remaining undeveloped and storm sewer easement items in the resolution. Anna Miller, Council Representative informed that the street names Ferren and Roland have been approved for the site.
- E.D. Gober indicates that five of the seven gardening plots created for the residents were a success and the residents have enjoyed them. The community room remains closed, but we are planning to open for scheduled activities such as bingo with supervision, so we can ensure residents are staying socially distant and wearing masks and also making sure the room capacity limit is adhered to as stated in the Governor's Orders. To participate the residents will have to sign up for the activity and sign a waiver.

**No further comments or questions by the Commissioners.**

**Motion to accept the Reports:**

**Motion: Vice Chairman Edward Hutchinson**

**Second: Commissioner Jennifer Wells**

**All in Favor**

## **NEW BUSINESS- RESOLUTIONS:**

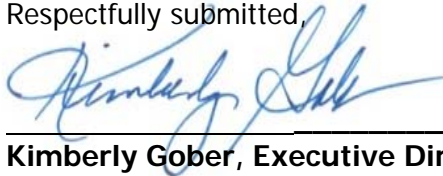
<b><u>2020-39</u></b>	<b>CONSIDER RESOLUTION APPROVING REGULAR MONTHLY EXPENSES</b> Motion: Vice Chairman Edward Hutchinson Second: Commissioner Jennifer Wells All in Favor
<b><u>2020-40</u></b>	<b>CONSIDER RESOLUTION APPROVING RENEWAL OF MEMBERSHIP IN THE NJ PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND (JIF)</b> Motion: Vice Chairman Edward Hutchinson Second: Commissioner Shirley Anderson All in Favor
<b><u>2020-41</u></b>	<b>CONSIDER RESOLUTION APPROVING DEED (SUBDIVISION AND CONSOLIDATION), STORM SEWER EASEMENT AND DEED NOTICE IN CONNECTION WITH THE PENNROSE PROJECT</b> Motion: Vice Chairman Edward Hutchinson Second: Commissioner Shirley Anderson All in Favor
<b><u>2020-42</u></b>	<b>CONSIDER RESOLUTION AUTHORIZING EXECUTIVE SESSION - <b>TABLED</b></b> Motion: Vice Chairman Edward Hutchinson Second: Commissioner Andrew Halter All in Favor

## **ADJOURNMENT**

### **Motion to Adjourn**

Motion: Vice Chairman Edward Hutchinson  
Second: Commissioner Jennifer Wells  
All in Favor

Respectfully submitted,



**Kimberly Gober, Executive Director**

**DATED: SEPTEMBER 21, 2020**