



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

## **ANNUAL MEETING MINUTES** **JANUARY 18, 2022**

The Board of Commissioners of the Housing Authority of the Borough of Glassboro, met in session on TUESDAY, JANUARY 18, 2022 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 (virtually)
- ✓ Commissioner Andrew Halter (virtually)
- ✓ Commissioner Thurasingham Mohanakanthan (virtually)
- ✓ Commissioner Shirley Anderson (virtually)
- ✓ Commissioner Jennifer Wells (virtually) left @5:14pm

Absent:

- ✓ Commissioner Sal Fogarino

Also in attendance were:

- ✓ Kimberly Gober, Executive Director
- ✓ Nelly Rojas, Administrative Assistant
- ✓ Michael Watson, Esq. Solicitor (virtually)
- ✓ Grace Seeney, Finance Director
- ✓ Madeline Vasquez, Property Manager (virtually)

### **📁 EXECUTIVE DIRECTOR:**

Declared a quorum present

### **📖 SOLICITOR:**

"In accordance with the Open Public Meetings Act of 1975, this meeting is called to order pursuant to both, adequate notice and electronic notice of a 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, a copy of which has been posted publicly and a copy of which has been posted online in the Authority's website in accordance with the law. Members of the public may make public comments remotely during a remote public meeting when permitted in accordance with the meeting agenda. Members of the public may submit public comments in writing forty-eight hours in advance of a remote public meeting to be read aloud during public comment. All public comments, whether made remotely or in writing in advance of a remote public meeting, shall be limited to five (5) minutes per person. Members of the public attending the meeting shall be muted until public comments are permitted, at which time they may ask to be recognized. In the event that a member of the public becomes disruptive during a remote public meeting, including during public comment, the Board Chair, or his/her designee, shall mute or continue muting such disruptive member of the public. After receiving a warning, continued disruptive

acts may result in such disruptive individual being muted, kept on mute for the remainder of the meeting, or removed from the meeting at the discretion of the Board Chair. During the course of the meeting, a portion of the meeting may be closed to the public to discuss matters falling under exceptions to the Open Public Meetings Act”.

### **ELECTION OF OFFICERS:**

Solicitor Mark Asselta, Esq. indicates first order of business is the Reorganization of the Board. This includes the selection of new officers for the Board of Commissioners.

#### **Nominations for the Chairperson of the Board:**

**Chairman Jay Lapp,  
Nominated by Vice Chairman Edward Hutchinson.  
Second by Commissioner Thuraisingham Mohanakanthan.**

**No other nominations on the table**

All Commissioners voted via roll call vote; Chairman Jay Lapp continues as Chairman of the Housing Authority of the Borough of Glassboro FY2022.

#### **Nomination for the Vice-Chairperson of the Board:**

**Vice-Chairman Edward Hutchinson,  
Nominated by Chairman Jay Lapp.  
Second by Commissioner Shirley Anderson.**

**No other nominations on the table**

All Commissioners voted via roll call vote; Vice-Chairman Edward Hutchinson continues as Vice-Chairman of the Housing Authority of the Borough of Glassboro FY2022.

### **PUBLIC PORTION:**

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

**Motion: Vice Chairman Edward Hutchinson  
Second: Commissioner Thuraisingham Mohanakanthan  
All in favor**

No members of the Public.

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

**Motion: Commissioner Shirley Anderson  
Second: Commissioner Jennifer Wells  
All in favor**

### **ANNUAL RESOLUTIONS:**

<b><u>2022-01</u></b>	<b>CONSIDER RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS Motion: Vice Chairman Edward Hutchinson Second: Commissioner Thuraisingham Mohanakanthan All in Favor</b>
<b><u>2022-02</u></b>	<b>CONSIDER RESOLUTION DESIGNATING ANNUAL SCHEDULE OF MEETINGS Motion: Commissioner Shirley Anderson Second: Commissioner Thuraisingham Mohanakanthan All in Favor</b>

<a href="#"><u>2022-03</u></a>	<p>CONSIDER RESOLUTION DESIGNATING OFFICIAL DEPOSITORY BANK FULTON BANK  <b>Motion: Vice Chairman Edward Hutchinson</b>  <b>Second: Commissioner Shirley Anderson</b>  <b>All in Favor</b></p>
<a href="#"><u>2022-04</u></a>	<p>CONSIDER RESOLUTION TO AUTHORIZE ELECTRONIC FUNDS TRANSFERS (EFT)  <b>Motion: Commissioner Shirley Anderson</b>  <b>Second: Commissioner Jennifer Wells</b>  <b>All in Favor</b></p>
<a href="#"><u>2022-05</u></a>	<p>CONSIDER RESOLUTION AUTHORIZING CONTRACTS WITH STATE CONTRACT VENDORS  <b>Motion: Commissioner Shirley Anderson</b>  <b>Second: Commissioner Thuraisingham Mohanakanthan</b>  <b>All in Favor</b></p>
<a href="#"><u>2022-06</u></a>	<p>CONSIDER RESOLUTION AUTHORIZING CONTRACTS WITH NATIONAL CONTRACT VENDORS  (TO ALLOW THE HA TO PURCHASE FROM THE CONTRACT VENDORS LIST)  <b>Motion: Vice Chairman Edward Hutchinson</b>  <b>Second: Commissioner Thuraisingham Mohanakanthan</b>  <b>All in Favor</b></p>
<a href="#"><u>2022-07</u></a>	<p>CONSIDER RESOLUTION AUTHORIZING ANNUAL REVIEW OF POLICY GOVERNING FILING  NOTICES OF TORT CLAIMS  <b>Motion: Commissioner Jennifer Wells</b>  <b>Second: Andrew Halter</b>  <b>All in Favor</b></p>
<a href="#"><u>2022-08</u></a>	<p>CONSIDER RESOLUTION AUTHORIZING ANNUAL REVIEW OF POLICY GOVERNING  INDEMNIFICATION OF COMMISSIONERS AND EMPLOYEES CONSISTENT WITH NJSA 59:10-4  <b>Motion: Commissioner Thuraisingham Mohanakanthan</b>  <b>Second: Commissioner Jennifer Wells</b>  <b>All in Favor</b></p>
<a href="#"><u>2022-09</u></a>	<p>CONSIDER RESOLUTION AUTHORIZING ANNUAL REVIEW OF POLICY GOVERNING  REIMBURSEMENT OF AUTHORITY COMMISSIONER/EMPLOYEES FOR COST OF DEFENDING  AGAINST CRIMINAL CHARGES  <b>Motion: Vice Chairman Edward Hutchinson</b>  <b>Second: Commissioner Shirley Anderson</b>  <b>All in Favor</b></p>

## **MINUTES:**

**Motion to approve the Minutes from DECEMBER 2021, as read,**  
**Motion: Commissioner Thuraisingham Mohanakanthan**  
**Second: Commissioner Shirley Anderson**  
**All in favor**

## **FINANCIAL REPORT:**

### **NO FINANCIALS DUE TO END OF YEAR CLOSEOUTS**

- E.D. Gober indicates the audits are in force and the auditors have been on site performing tests of controls and compliance testing.

**Motion to accept Accountants Report,**  
**Motion: Vice Chairman Edward Hutchinson**  
**Second: Commissioner Thuraisingham Mohanakanthan**  
**All in favor**

## **DIRECTORS REPORT:**

- E.D. Gober indicates the Federal Home Loan Bank has awarded the Pennrose Project \$1M. E.D. Gober has a meeting scheduled with Consultant, Rick Ginnetti to discuss the impact of the award on the project's budget.

- E.D. Gober indicates Pennrose would like to progress with the names previously circulated. The name is ultimately Pennrose's decision, but they would like the Board's input. Proposed names are Harmony Landing, Harmony Commons, Higgins Corner, Higgins Lane and Higgins Village. Harmony ties to glassworks manufacturing in Glassboro. E.D. Gober suggested Harmony Village, Commissioners Shirley Anderson and Commissioner Thuraisingham Mohanakanthan agree. E.D. Gober indicates that once the name is established Pennrose will make a website for the project, in the meantime anyone expressing interest in the new project has been contacting the Housing Authority who has been compiling an interest list. From the perspective of the voucher, GHA will publish a public notice in the newspaper that specifies when and how we are taking applications when we start the application process. Once published in the newspaper those who have expressed an interest to the Housing Authority will be alerted. E.D. Gober will be meeting with Pennrose in the near future to coordinate the application process between GHA's and Pennrose's offices. Vice Chairman Edward Hutchinson inquires if the contractor will be taking any measures to stop individuals from entering the structures during the building process, E.D. Gober will follow up.

- E.D. Gober indicates GHA received the FEMA monies applied for in December for COVID pandemic related expenses.

- E.D. Gober indicates the Build Back Better Act has failed in the Senate. E.D. Gober explains based on her reading, there are some components in the act beneficial to our operations but believes they will pare down areas such as childcare tax credits and paid family leave expenses and will then try to reintroduce the Act.

- E.D. Gober indicates the Fair Chance in Housing Act is an act in the state of NJ effective January 1, 2022, that we briefly touched on at last month's meeting. State guidance has now been published and GHA has published a notice on our website stating GHA operates in compliance with this act and not to answer any questions regarding your criminal history and that GHA will not perform criminal background checks until we have made our initial notice, the way the act proposes to do so. E.D. Gober indicates the State is offering trainings from the Division of Civil Rights (DCR) in the first quarter of 2022, we will be participating in those trainings and hopefully gain more clear guidance on what needs to be done to be in compliance with the act. E.D. Gober indicates there is still discussion whether the act is applicable to federally assisted housing, nonetheless we are mending our operations to be in compliance with the act and we will receive training as soon as the state makes it available. E.D. Gober indicates resolution 2022-16 is a broad-based resolution asking the Board to authorize any changes needed to be in compliance with the Fair Chance in Housing Act.

- E.D. Gober indicates Resolution 2022-15 asks the Board to approve an increase in payment standards for FY2022. Payment standards are generally between 90-110% of SAFMR, HUD sets the SAFMR. HUD has published a waiver where if approved a Housing Authority's Payment Standards could be raised to 120% of the SAFMR. Since GHA is having such difficulty leasing the voucher units, we have applied for this waiver and have been approved by HUD.

- E.D. Gober indicates Resolution 2022-11 deals with the renewal of the NJPHA Joint Insurance Fund (Jif) insurance for FY2022. There has been an increase, but the increase is nowhere as substantial as those in the private market.

- E.D. Gober indicates included in the packets is a modernization report that highlights the units that have been modernized, GHA has completed 8 units, 2 are in progress and 3 are being scheduled. Each unit has a different cost due to upgrades needed for that particular unit. The average cost is about \$16,700 per unit, we have committed to \$183,109.33 thus far.

**No further questions by the Commissioners.**

**Motion to accept the Reports:**

**Motion: Commissioner Thuraisingham Mohanakanthan**

**Second: Commissioner Andrew Halter**

**All in Favor**

## **NEW BUSINESS- RESOLUTIONS:**

<b><u>2022-10</u></b>	CONSIDER RESOLUTION APPROVING REGULAR MONTHLY EXPENSES <b>Motion: Commissioner Shirley Anderson</b> <b>Second: Vice Chairman Edward Hutchinson</b> <b>All in Favor</b>
<b><u>2022-11</u></b>	CONSIDER RESOLUTION AUTHORIZING THE PAYMENT FOR THE NJPHA JOINT INSURANCE FUND (JIF) FY 2022 <b>Motion: Commissioner Thuraisingham Mohanakanthan</b> <b>Second: Commissioner Shirley Anderson</b> <b>All in Favor</b>
<b><u>2022-12</u></b>	CONSIDER RESOLUTION AUTHORIZING THE HAGC TO COMPILE AND PREPARE INFORMATION IN ACCORDANCE WITH SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) FY 2021 <b>Motion: Commissioner Shirley Anderson</b> <b>Second: Commissioner Thuraisingham Mohanakanthan</b> <b>All in Favor</b>
<b><u>2022-13</u></b>	CONSIDER RESOLUTION APPROVING THE RENEWAL AND AMENDMENT OF A PROPERTY LEASING AND MANAGEMENT AGREEMENT WITH THE AHCG <b>Motion: Vice Chairman Edward Hutchinson</b> <b>Second: Commissioner Shirley Anderson</b> <b>All in Favor</b>
<b><u>2022-14</u></b>	CONSIDER RESOLUTION RATIFYING THE EXECUTION OF AN AGREEMENT FOR THE HOME SUPPORT PROGRAM GRANT FY2022 <b>Motion: Commissioner Shirley Anderson</b> <b>Second: Commissioner Thuraisingham Mohanakanthan</b> <b>All in Favor</b>
<b><u>2022-15</u></b>	CONSIDER RESOLUTION APPROVING AN INCREASE IN PAYMENT STANDARDS FY 2022 <b>Motion: Commissioner Thuraisingham Mohanakanthan</b> <b>Second: Commissioner Shirley Anderson</b> <b>All in Favor</b>
<b><u>2022-16</u></b>	CONSIDER RESOLUTION APPROVING THE IMPLEMENTATION OF NEW JERSEY FAIR CHANCE IN HOUSING ACT <b>Motion: Commissioner Thuraisingham Mohanakanthan</b> <b>Second: Commissioner Andrew Halter</b> <b>All in Favor</b>
<b><u>2022-17</u></b>	CONSIDER RESOLUTION APPROVING EXECUTIVE SESSION - <b>TABLED</b>

## **ADJOURNMENT**

### **Motion to Adjourn**

**Motion: Commissioner Shirley Anderson**  
**Second: Vice Chairman Edward Hutchinson**  
**All in Favor**

Respectfully submitted,



**Kimberly Gober, Executive Director**

**DATED:** January 18, 2022