



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

EDWARD HUTCHINSON • Vice Chairman
THURAINSHAM MOHANAKANTHAN • Commissioner
JACOB HINES • Commissioner

REGULAR MEETING MINUTES **SEPTEMBER 19, 2023**

The Board of Commissioners of the Housing Authority of the Borough of Glassboro met in session on TUESDAY, SEPTEMBER 19, 2023 at 5:00 P.M. Chairman Jay Lapp called the meeting to order requesting the Pledge of Allegiance be recited.

ROLL CALL:

Deputy Executive Director Jeffrey Daniels called the roll and the following answered "aye":

- ✓ Chairman Jay Lapp
- ✓ Vice Chairman Edward Hutchinson
- ✓ Commissioner Andrew Halter (via phone)
- ✓ Commissioner Jacob Hines

Absent:

- ✓ Commissioner Thuraishingam Mohanakanthan
- ✓ Commissioner Shirley Anderson

Also in attendance were:

- ✓ Jeffrey Daniels, Esq., Deputy Executive Director
- ✓ Nelly Rojas, Executive Assistant
- ✓ Jose Calves, Esq., Solicitor
- ✓ Grace Turchi, Finance Director
- ✓ Madeline Vazquez, Site Manager
- ✓ Michael Thilker, Bowman & Company, LLP

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 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, a copy of which has been posted publicly and a copy of which has been posted in accordance with the law."

SOLICITOR:

Solicitor Jose Calves indicates there will be need for an executive session, during the Executive Session the public will be asked to excuse themselves and will be alerted once the Executive Session is complete.

PUBLIC PORTION:

Motion to Open the Public Portion

Motion: Vice Chairman Edward Hutchinson

Second: Commissioner Jacob Hines

All in favor

Members of the public present.

- Kevin Sippio presents the Board with the following comments/concerns:
 - Inquires about the reimbursement regarding the porch lights at Delsea Manor.
 - D.E.D. Daniels indicates that a notice has been issued with the amount and calculation of the reimbursement, the reimbursements were credited to the residents of Delsea Manor's rental accounts in August 2023.
- Annette Shunck presents the Board with the following comments/concerns:
 - Inquires why the public are asked to leave the room for the Executive Session.
 - Solicitor Jose Calves indicates that the Open Public Meeting act has certain categories that can be taken into executive session such as potential legal actions, contract negotiations, personnel matters. Solicitor Jose Calves further indicates the executive session during this Board meeting involves potential legal action and if necessary, any votes needed to be taken, such as to approve a settlement or bring a lawsuit, would take place in public.
 - States that at the July Board Meeting when the Commissioners were voting on numbered items in front of the public, it was not made public what the numbered items were and asked why the public don't know what is being voted on and where is it published.
 - Chairman Jay Lapp indicates that while voting on the resolutions the resolution numbers and titles are read aloud, the approved resolutions are available on GHA's website at www.glassborohousing.org.
- Louise Nemeth presents the Board with the following comments/concerns:
 - Inquires about a new screen door for her unit.
 - D.E.D. Daniels inquired if a work order was called in for the maintenance request, no work order was called in.

Motion to Close the Public Portion

Motion: Vice Chairman Edward Hutchinson

Second: Commissioner Andrew Halter

All in favor

MINUTES:

Motion to approve the Minutes from JULY 2023, as read,

Motion: Vice Chairman Edward Hutchinson

Second: Commissioner Jacob Hines

All in favor

AUDIT REPORT:

- Michael Thilker of Bowman & Company, LLP presents a brief synopsis of GHA's Audit FYE22. The audit report is clean, no issues, no modifications and no findings.

Motion to approve and accept GHA Audit FYE22,

Motion: Vice Chairman Edward Hutchinson

Second: Commissioner Jacob Hines

All in favor

ROLL CALL VOTE

DIRECTORS REPORT:

- D.E.D. Daniels provides a summary of the resolutions, RES# 2023-50 asks the board to ratify regular monthly expenses paid for August 2023 and authorize the payment of monthly expenses for September 2023. RES# 2023-51, GHA is required to submit a civil rights certification every year, certifying that GHA will conduct the Federal Housing Programs that GAH operates in accordance with various civil rights laws of the US Government. RES# 2023-52 establishes updated payment standards, HUD recently released updated payment standards with some significant increases which should help with leasing units in the Housing Choice Voucher Program. RES# 2023-23 asks the Board to accept and approve GHA's audit FY2022, which was presented to the Board by Michael Thilker of Bowman & Company LLP, this resolution is a requires a roll call vote. RES# 2023-54 authorizes the renewal of membership in the NJ PHAJIF, in which GHA procures its insurance policies. RES# 2023-55 asks the Board to authorize a contract for exterminating services for GHA. RES# 2023-56 asks the Board to authorize an executive session.
- D.E.D. Daniels indicates that Community Solar is a solar facility built in a particular location where various individuals that are unable to have solar panels and unable to receive a reduction in electricity costs have the right to subscribe to these large solar facilities that result in roughly about 20% electric savings on the subscribers' subscription. D.E.D. Daniels discusses meeting with solar companies, one of which being Solar Landscape, who currently have a rooftop solar project that is built and is accepting subscribers in Atlantic City Electric territory. GHA reached out about presentations to the residents of GHA, it is a voluntary program and management believes it would be beneficial to the residents. GHA would like to enter into an agreement with Solar Landscapes, in addition to the savings to the subscriber Solar Landscape would pay a fee to GHA.
- D.E.D. Daniels indicates that E.D. Gober and himself met with Inspira Life, a related entity to Inspira Health, that provides community-based healthcare to the elderly. Inspira Life has licensed healthcare providers that go to the patients and provide healthcare allowing individuals to age in place. GHA would like to allow Inspira Life to present the services offered to the residents, the program is voluntary and need based. In addition to the community-based outreach program Inspira Life has two brick and mortar facilities located in Vineland and Williamstown and can transport participants to the facilities to provide services. D.E.D. Daniels and E.D. Gober believe Inspira Life will provide an invaluable service to GHA residents and would like to support the program and assist with their outreach efforts.
- D.E.D. Daniels indicates the packets include a proposed site map sign, in a previous meeting residents expressed concern about parcel delivery services finding the correct unit.
- D.E.D. Daniels indicates the upcoming NAHRO conference is scheduled for November 14-16 in Atlantic City and advises any Commissioners who would like to participate to reach out to Executive Assistant Nelly Rojas.
- D.E.D. Daniels indicates that GHA's October Board Meeting will take place at Grillo and Williams Street providing those residents the opportunity to express any concerns or comments they may have.
- D.E.D. Daniels indicates that all sixty-four units located at Village at Harmony Garden are leased as of the beginning of the month.
- D.E.D. Daniels discusses resident activities.
- Chairman Jay Lapp inquiries about the bill list regarding Atlantic City Electric.

NO FURTHER QUESTIONS FROM THE COMMISSIONERS.

Motion to accept the Reports:

Motion: Vice Chairman Edward Hutchinson

Second: Commissioner Jacob Hines

All in Favor

NEW BUSINESS- RESOLUTIONS:

<u>2023-50</u>	RESOLUTION RATIFYING REGULAR MONTHLY EXPENSES PAID FOR AUGUST 2023 AND AUTHORIZING PAYMENT OF MONTHLY EXPENSES FOR SEPTEMBER 2023 MOTION: Vice-Chairman Edward Hutchinson SECOND: Commissioner Jacob Hines ALL IN FAVOR
<u>2023-51</u>	RESOLUTION APPROVING SUBMISSION OF CIVIL RIGHTS CERTIFICATION MOTION: Commissioner Jacob Hines SECOND: Vice-Chairman Edward Hutchinson ALL IN FAVOR
<u>2023-52</u>	RESOLUTION ESTABLISHING UPDATED PAYMENT STANDARDS FY2023-2024 MOTION: Vice-Chairman Edward Hutchinson SECOND: Commissioner Jacob Hines ALL IN FAVOR
<u>2023-53</u>	RESOLUTION ACCEPTING AND APPROVING AUDIT FY2022 AS PREPARED BY BOWMAN & CO, LLP ROLL CALL VOTE MOTION: Vice-Chairman Edward Hutchinson SECOND: Commissioner Jacob Hines ALL IN FAVOR
<u>2023-54</u>	RESOLUTION AUTHORIZING RENEWAL OF MEMBERSHIP IN THE NJ PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND (JIF) MOTION: Vice-Chairman Edward Hutchinson SECOND: Commissioner Jacob Hines ALL IN FAVOR
<u>2023-55</u>	RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR EXTERMINATOR SERVICES MOTION: Commissioner Jacob Hines SECOND: Vice-Chairman Edward Hutchinson ALL IN FAVOR
<u>2023-56</u>	RESOLUTION APPROVING EXECUTIVE SESSION MOTION TO OPEN EXECUTIVE SESSION MOTION: Vice-Chairman Edward Hutchinson SECOND: Commissioner Jacob Hines ALL IN FAVOR <ul style="list-style-type: none">• POTENTIAL LEGAL MATTER<ul style="list-style-type: none">▪ Commissioner Andrew Halter is absent from the Executive Session. MOTION TO CLOSE EXECUTIVE SESSION MOTION: Commissioner Jacob Hines SECOND: Vice-Chairman Edward Hutchinson ALL IN FAVOR

2023-57

RESOLUTION AUTHORIZING THE APPEAL OF USE VARIANCE

MOTION: Vice-Chairman Edward Hutchinson

SECOND: Commissioner Jacob Hines

ABSTAIN: Commissioner Andrew Halter

ALL IN FAVOR

ROLL CALL VOTE

 ADJOURNMENT

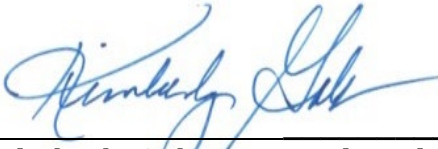
Motion to Adjourn

Motion: Commissioner Jacob Hines

Second: Vice Chairman Edward Hutchinson

All in Favor

Respectfully submitted,



Kimberly Gober, Executive Director

DATED: September 19, 2023