



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

EDWARD HUTCHINSON □ Vice Chairman
THURASINGHAM MOHANAKANTHAN □ Commissioner
JACOB HINES □ Commissioner

ANNUAL MEETING MINUTES **JANUARY 22, 2024**

The Board of Commissioners of the Housing Authority of the Borough of Glassboro, met in session on TUESDAY, JANUARY 22, 2024 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 Andrew Halter
- ✓ Commissioner Thurasingham Mohanakanthan
- ✓ Commissioner Shirley Anderson
- ✓ Commissioner Jacob Hines

Absent:

Also in attendance were:

- ✓ Kimberly Gober, Executive Director
- ✓ Jeffrey Daniels, Esq., Deputy Executive Director
- ✓ Nelly Rojas, Executive Assistant
- ✓ Michael Watson, Esq. Solicitor
- ✓ Grace Seeney, Finance Director
- ✓ Michael Jezierski, Accountant
- ✓ John Rasmus, Property & Modernization Manager

📁 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."

🔊 ELECTION OF OFFICERS:

Solicitor Michael Watson, 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:

**Commissioner Jay Lapp nominated by Commissioner Andrew Halter,
Motion by Commissioner Andrew Halter.**

Second by Commissioner Shirley Anderson.

No other nominations.

All Commissioners voted via roll call vote; Chairman Jay Lapp continues as Chairman of the Housing Authority of the Borough of Glassboro FY2024.

Nomination for the Vice-Chairperson of the Board:

Commissioner Edward Hutchinson nominated by Chairman Jay Lapp,

Motion by Chairman Jay Lapp.

Second by Commissioner Shirley Anderson.

No other nominations.

All Commissioners voted via roll call vote; Vice-Chairman Edward Hutchinson continues as Vice-Chairman of the Housing Authority of the Borough of Glassboro FY2024.

Solicitor Michael Watson, Esq. advises that by law, the GHA's Executive Director serves as the Secretary/Treasurer.

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.

- Patricia Grandi of 176 Delsea Manor presents the Board with the following comments/concerns:
 - Snow removal from access ramps.
 - Commissioner Shirley Anderson discusses the resident's concern. E.D. Gober advises she will follow up with property management. Property & Modernization Manager, John Rasmus advises all residents to call the work order line so that issues can be corrected as soon as possible. E.D. Gober advises the work order line is included in the monthly newsletter that is distributed, which is the main means of communication for any work order needs.
- Louise Nemeth of 176 Delsea Manor presents the Board with the following comments/concerns:
 - Timing of installation of new screen door.
 - E.D. Gober and Property & Modernization Manager, John Rasmus indicate all residents must call the work order line to receive accurate answers regarding information on work orders submitted, adding that work orders are prioritized by urgency. Lastly, completion of work orders may be affected by supply issues.
- Josephine Weimer of 157 Delsea Manor presents the Board with the following comments/concerns:
 - Issue with gutter at front of unit leaking near porch area.
 - Property & Modernization Manager, John Rasmus advises GHA is in the process of planning the cleaning of all gutters this coming spring.

Motion to Close the Public Portion

Motion: Vice Chairman Edward Hutchinson
Second: Commissioner Jacob Hines
All in favor

📌 ANNUAL RESOLUTIONS:

<u>2024-01</u>	RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS
<u>2024-02</u>	RESOLUTION DESIGNATING ANNUAL SCHEDULE OF MEETINGS
<u>2024-03</u>	RESOLUTION DESIGNATING OFFICIAL DEPOSITORY BANK FULTON BANK
<u>2024-04</u>	RESOLUTION TO AUTHORIZE ELECTRONIC FUNDS TRANSFERS (EFT)
<u>2024-05</u>	RESOLUTION AUTHORIZING CONTRACTS WITH STATE CONTRACT VENDORS
<u>2024-06</u>	RESOLUTION AUTHORIZING CONTRACTS WITH NATIONAL CONTRACT VENDORS
<u>2024-07</u>	RESOLUTION AUTHORIZING ANNUAL REVIEW OF POLICY GOVERNING FILING NOTICES OF TORT CLAIMS
<u>2024-08</u>	RESOLUTION AUTHORIZING ANNUAL REVIEW OF POLICY GOVERNING INDEMNIFICATION OF COMMISSIONERS AND EMPLOYEES CONSISTENT WITH NJSA 59:10-4
<u>2024-09</u>	RESOLUTION AUTHORIZING ANNUAL REVIEW OF POLICY GOVERNING REIMBURSEMENT OF AUTHORITY COMMISSIONER/EMPLOYEES FOR COST OF DEFENDING AGAINST CRIMINAL CHARGES

Motion to Consent for the Annual Agenda,
Motion: Vice Chairman Edward Hutchinson
Second: Commissioner Shirley Anderson
All in favor

📌 MINUTES:

Motion to approve the Minutes from DECEMBER 2023, as read,
Motion: Commissioner Jacob Hines
Second: Commissioner Andrew Halter
All in favor

📌 FINANCIAL REPORT:

NO FINANCIALS DUE TO END OF YEAR CLOSEOUTS

📁 DIRECTORS REPORT:

- E.D. Gober indicates GHA is currently operating under a continuing resolution, a Federal Appropriations Budget has not been passed, the continuing resolution initially expired on January 19, 2024 and on the same date was extended to March 1, 2024. The funding portion that GHA operations fall under is the T-HUD Bill, Congress had an issue agreeing on a top line number for spending and on January 7, 2024, Congress did come to an agreement on that top line number. E.D. Gober indicates the longer Housing Authorities operate under the continuing resolution the more challenging it can be if HUD Funding changes, as GHA would be operating on what was last year's funding.
- E.D. Gober thanks staff for their hard work during the snow removal and reminds GHA residents to keep porch areas clear of unnecessary items that make it difficult for snow removal. Also to not over park on the sidewalks, so they can be properly cleared.
- E.D. Gober indicates RES# 2024-11 asks the Board to authorize the payment for the NJPHA JIF for FY2024 and explains that there have been increases in premiums. E.D. Gober indicates this year's increase is 19.51%. E.D. Gober mentions a study has been included in the Board packets regarding insurance for affordable housing, showing increases across the board. E.D. Gober is confident that the JIF is a beneficial program to participate in both coverage and educational wise. Even though premiums have increased the

open market would cost GHA more. E.D. Gober advises that the NJPHA JIF completed appraisals in September 2023, the appraisals have not been received yet, but will be provided to GHA.

- E.D. Gober indicates that GHA has received the developers fee from the permanent closing with Pennrose, the remainder is anticipated to be received once the NJHMFA releases the working capital reserve. GHA will meet with the Borough of Glassboro to talk about GHA's housing plan, GHA owes the Borough \$100K.

No further questions from the Commissioners.

Motion to accept the Reports:

Motion: Commissioner Jacob Hines

Second: Vice Chairman Edward Hutchinson

All in Favor

NEW BUSINESS- RESOLUTIONS:

<u>2024-10</u>	RESOLUTION APPROVING REGULAR MONTHLY EXPENSES
<u>2024-11</u>	RESOLUTION AUTHORIZING THE PAYMENT FOR THE NJPHA JOINT INSURANCE FUND (JIF) FY 2024
<u>2024-12</u>	RESOLUTION AUTHORIZING THE HAGC TO COMPILE AND PREPARE INFORMATION IN ACCORDANCE WITH SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) FYE 2023
<u>2024-13</u>	RESOLUTION APPROVING THE RENEWAL AND AMENDMENT OF A PROPERTY LEASING AND MANAGEMENT AGREEMENT WITH THE AHCG Motion: Vice Chairman Edward Hutchinson Second: Commissioner Shirley Anderson All in favor ROLL CALL VOTE
<u>2024-14</u>	RESOLUTION APPROVING PETTY CASH IMPREST FUNDS
<u>2024-15</u>	RESOLUTION APPROVING EXECUTIVE SESSION - TABLED

Motion to Consent for the Agenda,

Motion: Vice Chairman Edward Hutchinson

Second: Commissioner Shirley Anderson

All in favor

ADJOURNMENT

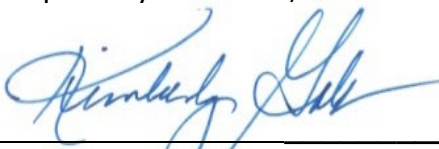
Motion to Adjourn

Motion: Vice Chairman Edward Hutchinson

Second: Commissioner Mohanakanthan Thuraisingham

All in Favor

Respectfully submitted,



Kimberly Gober, Executive Director

DATED: January 22, 2024