

**RESOLUTION #2022-25**

**RESOLUTION APPROVING REGULAR MONTHLY EXPENSES**

**WHEREAS**, the Housing Authority of the Borough of Glassboro incurred various financial obligations since the last meeting; and it is the desire of the Commissioners of said Authority to have their obligations kept current and;

**WHEREAS**, prior to the Board meeting members of the Board of Commissioners read and reviewed the itemized list of incurred expenses attached hereto and does recommend payment;

**NOW, THEREFORE, BE IT RESOLVED** that the Finance Director be and is hereby authorized to pay the monthly bills presented to the Board of Commissioners for consideration on this date.


**ADOPTED** at a regular Meeting of the Board of Commissioners of the Housing Authority of the Borough of Glassboro; held on the 18<sup>th</sup> day of April 2022 by a vote of 6 in favor, 0 opposed and 0 abstentions.

<u>Commissioners</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstention</u>	<u>Absent</u>
Jay Lapp			✓			
Edward Hutchinson	✓		✓			
Shirley Anderson			✓			
Andrew Halter			✓			
Thuraisingham Mohanakanthan			✓			
Jennifer Wells		✓	✓			

**THE HOUSING AUTHORITY OF THE BOROUGH OF GLASSBORO**

  
\_\_\_\_\_  
JAY LAPP, CHAIRMAN

**ATTEST:**

  
\_\_\_\_\_  
KIMBERLY GOBER, EXECUTIVE DIRECTOR  
DATED: APRIL 18, 2022

# GLASSBORO HOUSING AUTHORITY

## FINAL BILL LIST # 2022-04

### INTERIM BILLS:

<b>A.</b>	Affordable Housing Corp of Glassboro	\$ 25,789.34
<b>B.</b>	Glassboro RAD Operating	110,219.15

**TOTAL INTERIM BILLS: \$ 136,008.49**

### CURRENT BILLS:

<b>C.</b>	Affordable Housing Corp of Glassboro	\$ 92,197.43
<b>D.</b>	Glassboro RAD Operating	13,773.48

**TOTAL CURRENT BILLS: \$ 105,970.91**

**TOTAL BILL LIST: \$ 241,979.40**

**\*\*PLEASE NOTE: C#s with 4 digits = ACH and C#s with 6 digits = paper check\***

## Summary Check Listing Report

03/22/2022

To

04/07/2022

A

<u>Check #</u>	<u>Check Date</u>	<u>Recipient</u>	<u>Amount</u>
Credit Acct	AFFORDABLE HOUSING CORP OF GLASSBORO		
0000201904	03/23/2022	ANGELINI, VINIAR & FREEDMAN LLC	\$168.00
0000201905	03/23/2022	TENANT	\$118.16
0000201906	03/30/2022	ATLANTIC CITY ELECTRIC	\$1,851.26
0000201907	03/30/2022	COMCAST CORPORATION	\$146.21
0000201908	03/30/2022	SOUTH JERSEY GAS CO	\$7,761.87
0000201909	03/30/2022	ATLANTIC CITY ELECTRIC	\$62.90
0000201910	03/30/2022	SOUTH JERSEY GAS CO	\$4,763.80
0000201911	03/30/2022	ATLANTIC CITY ELECTRIC	\$2,073.40
0000201912	04/06/2022	AFFORDABLE HOUSING CORP OF GLASSBORO	\$7,758.15
0000201913	04/06/2022	ATLANTIC CITY ELECTRIC	\$195.09
0000201914	04/06/2022	LINE SYSTEMS, INC.	\$167.35
0000201915	04/06/2022	CANON SOLUTIONS AMERICA, INC.	\$92.58
0000201916	04/06/2022	LOWE'S HOME CENTERS, INC	\$99.98
0000201917	04/06/2022	TENANT	\$30.00
0000201918	04/06/2022	VERIZON WIRELESS SERVICES LLC	\$207.07
0000201919	04/06/2022	ATLANTIC CITY ELECTRIC	\$271.53
0000201920	04/06/2022	ATLANTIC CITY ELECTRIC	\$21.99
Total for Credit Acct	AFFORDABLE HOUSING CORP OF GLASSBORO		<b>\$25,789.34</b>

\*PLEASE NOTE: Check #s with 4 digits = ACH and Check #s with 6 digits = paper checks\*



## Summary Check Listing Report

03/22/2022

To

04/07/2022

**B**

<u>Check #</u>	<u>Check Date</u>	<u>Recipient</u>	<u>Amount</u>
Credit Acct	<b>RAD OPERATING</b>		
0000001196	03/30/2022	STATE OF NEW JERSEY	\$12,976.00
0000200342	03/23/2022	HOUSING AUTHORITY OF GLOUCESTER COUNTY	\$51,436.37
0000200343	03/23/2022	HOUSING AUTHORITY OF GLOUCESTER COUNTY	\$44,476.89
0000200344	03/23/2022	NJNAHRO	\$1,275.00
0000200345	04/06/2022	COMMUNICATION WORKERS OF AMERICA	\$31.20
0000200346	04/06/2022	SUN LIFE ASSURANCE CO. OF CANADA, INC.	\$23.69
Total for Credit Acct	<b>RAD OPERATING</b>		<b>\$110,219.15</b>

\*PLEASE NOTE: Check #s with 4 digits = ACH and Check #s with 6 digits = paper checks\*

## Summary Check Listing Report

04/08/2022

To

04/18/2022

C

<u>Check #</u>	<u>Check Date</u>	<u>Recipient</u>	<u>Amount</u>
Credit Acct	<b>AFFORDABLE HOUSING CORP OF GLASSBORO</b>		
			<b>\$162.91</b>
0000201921	04/13/2022	MAX COMMUNICATIONS INC.	
			<b>\$109.00</b>
0000201922	04/18/2022	A.B. RICHARDS INC	
			<b>\$250.00</b>
0000201923	04/18/2022	ABBOTT'S HARDWARE INC.	
			<b>\$225.17</b>
0000201924	04/18/2022	ACE PLUMBING & ELECTRICAL SUPPLIES INC.	
			<b>\$525.00</b>
0000201925	04/18/2022	RILEY, ANTHONY J., LLC	
			<b>\$205.00</b>
0000201926	04/18/2022	BDO USA LLP	
			<b>\$212.12</b>
0000201927	04/18/2022	BOROUGH OF GLASSBORO-HIGHWAY	
			<b>\$250.00</b>
0000201928	04/18/2022	E & G EXTERMINATORS, INC.	
			<b>\$6,390.05</b>
0000201929	04/18/2022	HD SUPPLY FACILITIES MAINTENANCE, LTD	
			<b>\$47.92</b>
0000201930	04/18/2022	JOSEPH FAZZIO, INC.	
			<b>\$60.00</b>
0000201931	04/18/2022	LCIJ, INC.	
			<b>\$4,157.78</b>
0000201932	04/18/2022	MARKSMAN LANDSCAPING LLC	
			<b>\$1,038.00</b>
0000201933	04/18/2022	McCLENNEN, BRIAN	
			<b>\$88.38</b>
0000201934	04/18/2022	MEADOWBROOK ASSOCIATES, LP	
			<b>\$75,166.92</b>
0000201935	04/18/2022	R&A FLOORING, LLC	
			<b>\$975.00</b>
0000201936	04/18/2022	ROOT 24 HOURS PLUMBING INC	
			<b>\$1,385.00</b>
0000201937	04/18/2022	STATEWIDE COMMERCIAL CLEANING, LLC	
			<b>\$949.18</b>
0000201938	04/18/2022	WOLFSCHMIDT PLUMBING, HEATING & COOLING	
			<b>\$92,197.43</b>
Total for Credit Acct	<b>AFFORDABLE HOUSING CORP OF GLASSBORO</b>		

**\*PLEASE NOTE: Check #s with 4 digits = ACH and Check #s with 6 digits = paper checks\***

## Summary Check Listing Report

04/08/2022

To

04/18/2022

D

<u>Check #</u>	<u>Check Date</u>	<u>Recipient</u>	<u>Amount</u>
Credit Acct	<b>RAD OPERATING</b>		
0000001197	04/18/2022	STATE OF NEW JERSEY	\$1,115.48
0000200347	04/13/2022	PUBLIC HOUSING AUTHORITIES DIRECTORS ASSOCIATION	\$465.00
0000200348	04/18/2022	BOWMAN & COMPANY, LLP	\$8,200.00
0000200349	04/18/2022	BROOKE GROUP LLC	\$3,993.00
			<hr/>
			\$13,773.48
Total for Credit Acct	<b>RAD OPERATING</b>		

\*PLEASE NOTE: Check #s with 4 digits = ACH and Check #s with 6 digits = paper checks\*



**RESOLUTION #2022-26**

**RESOLUTION RATIFYING EMERGENCY**

**SEWER LINE CLEANUP SERVICE AT DELSEA MANOR APARTMENTS**

**PURSUANT TO N.J.S.A. 40A:11 EMERGENCY CONTRACTS**

**WHEREAS**, the Housing Authority of the Borough of Glassboro (GHA) awarded an emergency contract to **ROOT 24 HOURS PLUMBING, INC.**, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

**WHEREAS**, on March 24, 2022, a sewer backup was identified at Delsea Manor Apartments affecting 4 units, presenting an immediate hazard to the health and well-being of the residents; and

**WHEREAS**, the Affordable Housing Operations Director deemed this an emergency repair; and


**WHEREAS**, the GHA Executive Director was notified and was satisfied that an emergency did exist, and authorized the award of said contract to **ROOT 24 HOURS PLUMBING, INC in the amount of \$3,750.00**, in accordance with N.J.S.A. 40A:11-6(a) for such purposes as may be necessary to respond to the emergent needs; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of the Borough of Glassboro, that the emergency contract with **ROOT 24 HOURS PLUMBING, INC** for the sewer line cleanup as authorized by the Executive Director in the amount of **\$3,750.00** is hereby ratified.

**ADOPTED** at a regular Meeting of the Board of Commissioners of the Housing Authority of the Borough of Glassboro; held on the 18<sup>th</sup> day of April 2022 by a vote of 6 in favor, 0 opposed and 0 abstentions.

<u>Commissioners</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstention</u>	<u>Absent</u>
Jay Lapp			✓			
Edward Hutchinson	✓		✓			
Shirley Anderson			✓			
Andrew Halter			✓			
Thuraisingham Mohanakanthan		✓	✓			
Jennifer Wells			✓			

**THE HOUSING AUTHORITY OF THE BOROUGH OF GLASSBORO**

  
\_\_\_\_\_

**JAY LAPP, CHAIRMAN**

**ATTEST:**

  
\_\_\_\_\_

**KIMBERLY GOBER, EXECUTIVE DIRECTOR**

**DATED: APRIL 18, 2022**



# HOUSING AUTHORITY OF GLOUCESTER COUNTY

100 POP MOYLAN BLVD  
DEPTFORD, NJ 08096  
Phone: 856-845-4959 Fax: 856-845-4959

THE FOLLOWING ITEMS HAVE BEEN REQUESTED FOR PURCHASE  
PLEASE REVIEW AND APPROVE OR REJECT

## Requisition Form

Order Number: REQ0257

Date Of Order: 03/24/2022

To: ROOT 24 HOURS PLUMBING INC  
130 FERRY AVENUE  
CAMDEN NJ 08104  
ROOT 24 HR'S PLUMBING INC-CHRIS KUENSEL

Initials: \_\_\_\_\_

Ship to: DELSEA MANOR  
181 DELSEA MANOR, OFFICE  
GLASSBORO NJ 08028

Item	Description	Quantity	Cost per Unit	Total Cost
	Root 24 Plumbint 164 DM Sewer line backed up in building	1	\$3,750.00	\$3,750.00

Total Cost of This Requisition: \$3,750.00

Shipping Cost: \$0.00

Total Requisition Cost: \$3,750.00

**Root 24 Hrs. Plumbing, Inc.**

130 Ferry Ave  
Suite B  
Camden, NJ 08104

**INVOICE**

Invoice Number: m53640P  
Invoice Date: Mar 24, 2022  
Page: 1

Voice: 856-962-7124  
Fax: 856-962-7128

Bill To:
Housing Authority of Gloucester County 100 Pop Moylan Blvd Deptford, NJ 08096

Ship to:
Delsea Manor C#90/Unit #164 164 Delsea Manor Glasboro, NJ 08028 hn

Customer ID	Customer PO	Payment Terms	
housing authority of	Pymnt Voucher M&E	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
			4/23/22

Quantity	Item	Description	Unit Price	Amount
1.00		Called in by Tony Dacres 3:45pm 3/12/22		
1.00		Main line backed up- toilet clogged		
1.00		90) Tony Dacres/856-340-3365/Location		
		164 Delsie Manor/Overflow Toilet And		
		Another Apt Overflow Bathroom		
		Sink/8563403365		
1.00		03.12.22		
1.00		Arrived at Delsea Manor and found that		
		manhole is holding water		
1.00		Arrived onsite-4 unit quadplex-all units		
		backing up-inspected manhole in parking		
		area in center of complex-manhole flowing		
		upon inspection-No outside		
1.00		clean out for 162-need to return to cable		
		from roof vent to main sanitary sewer		
		line-could not cable from roof due to ice and		
		wind conditions		
1.00		Per Bill T. Jetted line but the building was		
		still backed up. Any water in it was sitting at		
		the bottom of the manhole. They called us		
		back out late because		
Subtotal				Continued
Sales Tax				Continued
Total Invoice Amount				Continued
Payment/Credit Applied				
<b>TOTAL</b>				<b>Continued</b>

Check/Credit Memo No:

**Root 24 Hrs. Plumbing, Inc.**

130 Ferry Ave  
Suite B  
Camden, NJ 08104

Voice: 856-962-7124

Fax: 856-962-7128

**INVOICE**

Invoice Number: m53640P

Invoice Date: Mar 24, 2022

Page: 2

**Bill To:**

Housing Authority of Gloucester County  
100 Pop Moylan Blvd  
Deptford, NJ 08096

**Ship to:**

Delsea Manor  
C#90/Unit #164  
164 Delsea Manor  
Glasboro, NJ 08028  
hn

Customer ID	Customer PO	Payment Terms	
housing authority of	Pymnt Voucher M&E	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
			4/23/22

Quantity	Item	Description	Unit Price	Amount
1.00		issue still unresolved.		
1.00	ServiceCharge	Service Charge	225.00	225.00
1.00		03.13.22		
1.00		Using 1 1/4" cable snaked from roof above		
		Apt 164, cable came out another vent 20.		
1.00		From 2" vent in center of building snaked		
		using J- Cable, cleared blockage of roots		
		and wipes 66'.		
1.00		Mark the vent that exits the building with		
		green paint. Flushed toilets line is open and		
		flowing free.		
1.00		Provided Vac #2 to Jet sewer line 4 times		
		from manhole In parking lot towards building		
		line was clear had vent problem		
1.00	Equipment	Emergency JetVac#2 - Weekend	2,150.00	2,150.00
1.00	KSR	Ran the Cable Machine from the Roof to	675.00	675.00
		Clear the Kitchen Sink. Line is Clear, Open		
		and Flowing.		
1.00	LR1	Labor	700.00	700.00

Subtotal	3,750.00
Sales Tax	
Total Invoice Amount	3,750.00
Payment/Credit Applied	
<b>TOTAL</b>	<b>3,750.00</b>

Check/Credit Memo No:



# TABLED

## RESOLUTION #2022-27

### RESOLUTION AUTHORIZING EXECUTIVE SESSION

**WHEREAS**, While the Sen. Byron M. Baer Open Public Meetings Act (OPRA, NJSA 10:4-6 et seq.) requires all meetings of the Borough of Glassboro Housing Authority to be held in public, NJSA 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in “Executive Session”, i.e., without the public being permitted to attend and:

**WHEREAS**, the Borough of Glassboro Housing Authority has determined that \_\_\_\_\_ issues are permitted by NJSA 10:4-12 (b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on April 18th, 2022, 5:00 P.M. and;

**WHEREAS**, the nine (9) exceptions to public meetings set forth in NJSA 10:4-12(b) are listed below with the number of issues and any additional information shall be written:

- 1) **“Any matter which, by express provision of Federal law, State statute of rule of court shall be rendered confidential or excluded from public discussion”** the legal citation to the provision at issue is \_\_\_\_\_ and the nature of the matter described as specifically as possible without undermining the need for confidentiality is \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 2) **“Any matter in which the release of information would impair a right to receive funds from the federal government.”** The nature of the matter, described as specifically as possible without undermining the need for confidentiality is \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 3) **“Any material the disclosure of which constitutes an unwarranted invasion of privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, healthy, custodial, child protections, rehabilitation, legal defenses, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual’s personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.”** The nature of the matter, described as specifically as possible without undermining the need for confidentiality is \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 4) **“Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body.”** The collective bargaining contract(s) discussed are between the Board and \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



- 5) **“Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.”**The nature of the matter, described as specifically as possible without undermining the need for confidentiality is\_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 6) **“Any tactics and techniques utilized in protecting the safety and property of the public provide that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.”** The nature of the matter, described as specifically as possible without undermining the need for confidentiality is\_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 7) **“Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matter falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.”** The parties to and docket number of each item of litigation and/or the parties to each contract discussed are\_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality is\_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 8) **“ Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining in of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.”** Subject to the balancing of the public’s interest and the employee’s privacy rights under *South Jersey Publishing Co. vs New Jersey Expressway Authority*, 124 NJ 478, the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 9) **“ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.”** The nature of the matter, described as specifically as possible without undermining the need for confidentiality is\_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**WHEREAS**, the length of the Executive Session is estimated to be \_\_\_\_\_ minutes after which the public meeting of the Borough of Glassboro Housing Authority shall (circle one) reconvene and immediately adjourn or reconvene and proceed with business.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Borough of Glassboro Housing Authority will go into Executive Session for only the above stated reasons;

**BE IT FURTHER RESOLVED** that the Chairman, Vice Chairman, or their designee, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

**BE IT FURTHER RESOLVED** that the Secretary, on the next business day following this, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by NJSA 47:1A-1 et seq.

**I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION APPROVED BY THE BOARD OF COMMISSIONERS OF THE BOROUGH OF GLASSBORO HOUSING AUTHORITY AT IT’S PUBLIC MEETING HELD ON APRIL 18, 2022.**

**ADOPTED** at a regular Meeting of the Board of Commissioners of the Housing Authority of the Borough of Glassboro; held on the 18<sup>th</sup> day of April 2022 by a vote of \_\_\_\_\_in favor, \_\_\_\_\_opposed and \_\_\_\_\_abstentions.

<u>Commissioners</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstention</u>	<u>Absent</u>
Jay Lapp						
Edward Hutchinson						
Shirley Anderson						
Andrew Halter						
Thuraisingham Mohanakanthan						
Jennifer Wells						

**THE HOUSING AUTHORITY OF THE BOROUGH OF GLASSBORO**

\_\_\_\_\_  
**JAY LAPP, CHAIRMAN**

**ATTEST:**

\_\_\_\_\_  
**KIMBERLY GOBER, EXECUTIVE DIRECTOR**  
**DATED: APRIL 18, 2022**