

RESOLUTION #2024-54

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 by the Board of Commissioners of the Housing Authority of the Borough of Glassboro, 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.

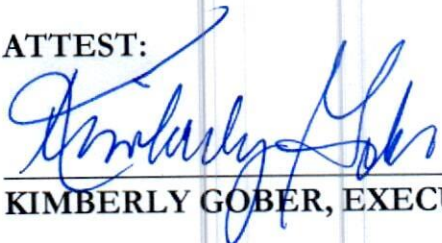
ADOPTED at a Regular Meeting of the Board of Commissioners of the Housing Authority of the Borough of Glassboro; held on the 15th day of October 2024 by a vote of 4 in favor, 0 opposed and 0 abstentions.

<u>Commissioners</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstention</u>	<u>Absent</u>
Jay Lapp			✓			
Shirley Anderson	✓					
Andrew Halter			✓			
Jacob Hines		✓				
Thuraisingham Mohanakanthan						✓

THE HOUSING AUTHORITY OF THE BOROUGH OF GLASSBORO



JAY LAPP, CHAIRMAN

ATTEST:


KIMBERLY GOBER, EXECUTIVE DIRECTOR

DATED: OCTOBER 15, 2024

GLASSBORO HOUSING AUTHORITY

FINAL BILL LIST # 2024-10

INTERIM BILLS:

A.	Affordable Housing Corp of Glassboro	\$ 9,557.36
B.	Glassboro RAD Operating	10,097.50

TOTAL INTERIM BILLS: \$ 19,654.86

CURRENT BILLS:

C.	Affordable Housing Corp of Glassboro	\$ 32,787.13
D.	Glassboro RAD Operating	54,593.99

TOTAL CURRENT BILLS: \$ 87,381.12

TOTAL BILL LIST: \$ 107,035.98

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

Summary Check Listing Report

09/18/2024

To

10/14/2024

A.

<u>Check #</u>	<u>Check Date</u>	<u>Recipient</u>	<u>Amount</u>
Credit Acct	AFFORDABLE HOUSING CORP OF GLASSBORO		
0000203025	09/25/2024	ANGELINI, VINIAR & FREEDMAN LLC	\$765.00
0000203026	09/25/2024	ATLANTIC CITY ELECTRIC	\$176.79
0000203027	09/25/2024	BOROUGH OF GLASSBORO-HIGHWAY	\$98.24
0000203028	09/25/2024	BOWMAN & COMPANY, LLP	\$900.00
0000203029	09/25/2024	COMCAST CORPORATION	\$302.89
0000203030	09/25/2024	MAX COMMUNICATIONS INC.	\$163.70
0000203031	09/25/2024	SOUTH JERSEY GAS CO	\$773.01
0000203032	09/25/2024	ATLANTIC CITY ELECTRIC	\$2,126.85
0000203033	09/25/2024	ATLANTIC CITY ELECTRIC	\$196.61
0000203034	09/25/2024	ATLANTIC CITY ELECTRIC	\$1,387.49
0000203035	09/25/2024	ATLANTIC CITY ELECTRIC	\$2,666.78
Total for Credit Acct AFFORDABLE HOUSING CORP OF GLASSBORO			<u>\$9,557.36</u>



Summary Check Listing Report

09/18/2024

To

10/14/2024

B.

<u>Check #</u>	<u>Check Date</u>	<u>Recipient</u>	<u>Amount</u>
Credit Acct	RAD OPERATING		
0000200545	09/25/2024	BOWMAN & COMPANY, LLP	\$10,000.00
0000200546	09/25/2024	BROWN & CONNERY LLP	\$97.50
Total for Credit Acct	RAD OPERATING		\$10,097.50



Summary Check Listing Report

10/15/2024

To

10/15/2024

C.

<u>Check #</u>	<u>Check Date</u>	<u>Recipient</u>	<u>Amount</u>
Credit Acct	AFFORDABLE HOUSING CORP OF GLASSBORO		
0000203036	10/15/2024	ADVANCE LOCAL HOLDINGS, CORP.	\$276.58
0000203037	10/15/2024	AFFORDABLE HOUSING CORP OF GLASSBORO	\$8,071.58
0000203038	10/15/2024	AMAZON.COM SERVICES, INC	\$1,037.22
0000203039	10/15/2024	ARTHUR R. TODD ELEC CONTRACTOR LLC	\$250.00
0000203040	10/15/2024	ASSOCIATED FIRE PROTECTION INC.	\$768.00
0000203041	10/15/2024	ATLANTIC CITY ELECTRIC	\$52.99
0000203042	10/15/2024	BLOCK LINE SYSTEMS LLC	\$93.41
0000203043	10/15/2024	BOROUGH OF GLASSBORO-HIGHWAY	\$41.92
0000203044	10/15/2024	CHAMPION DISPOSAL SERVICES, LLC	\$341.00
0000203045	10/15/2024	COMCAST CORPORATION	\$264.41
0000203046	10/15/2024	GOLDING, JAMES F. DBA WINDOWTECH MOBILE REPAIR	\$430.00
0000203047	10/15/2024	HD SUPPLY FACILITIES MAINTENANCE, LTD	\$7,068.81
0000203048	10/15/2024	HOFFMAN'S EXTERMINATING CO., INC.	\$595.00
0000203049	10/15/2024	LOWE'S HOME CENTERS, INC	\$1,468.16
0000203050	10/15/2024	MARKSMEN LANDSCAPING LLC	\$4,002.22
0000203051	10/15/2024	MAX COMMUNICATIONS INC.	\$163.70
0000203052	10/15/2024	R&A FLOORING, LLC	\$4,627.47
0000203053	10/15/2024	VERIZON NEW JERSEY INC	\$98.19
0000203054	10/15/2024	VERIZON WIRELESS SERVICES LLC	\$152.22
0000203055	10/15/2024	WOLFSCHMIDT PLUMBING, HEATING & COOLING	\$2,984.25
Total for Credit Acct	AFFORDABLE HOUSING CORP OF GLASSBORO		\$32,787.13



Summary Check Listing Report

10/15/2024

To

10/15/2024

D.

<u>Check #</u>	<u>Check Date</u>	<u>Recipient</u>	<u>Amount</u>
Credit Acct	RAD OPERATING		
0000200547	10/15/2024	COMMUNICATION WORKERS OF AMERICA	\$39.78
0000200548	10/15/2024	HOUSING AUTHORITY OF GLOUCESTER COUNTY	\$54,511.13
0000200549	10/15/2024	NJ LWD	\$19.39
0000200550	10/15/2024	SUN LIFE ASSURANCE CO. OF CANADA, INC.	\$23.69
Total for Credit Acct RAD OPERATING			\$54,593.99



RESOLUTION #2024-55
RESOLUTION APPROVING
THE HOUSING AUTHORITY OF
THE BOROUGH OF GLASSBORO BUDGET FY2025
JANUARY 1, 2025 TO DECEMBER 31, 2025

WHEREAS, the Annual Budget for Glassboro Housing Authority for the fiscal year beginning January 01, 2025 and ending December 31, 2025 has been presented before the governing body of the Housing Authority of the Borough of Glassboro at its open public meeting of October 15, 2024; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of **\$4,692,745.00**, Total Appropriations including any Accumulated Deficit, if any, of **\$4,775,900.00**, and Total Unrestricted Net Position planned to be utilized as funding thereof, of **\$83,155.00**; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of **\$310,000.00** and Total Unrestricted Net Position planned to be utilized as funding thereof, of **\$0.00**; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Glassboro Housing Authority, at an open public meeting held on October 15, 2024 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Housing Authority of the Borough of Glassboro for the fiscal year beginning January 01, 2025 and ending December 31, 2025, is hereby approved; and

BE IT FURTHER RESOLVED that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED that the governing body of the Housing Authority of the Borough of Glassboro will consider the Annual Budget and Capital Budget/Program for Adoption on December 17, 2024.

ADOPTED at a Regular Meeting of the Board of Commissioners of the Housing Authority of the Borough of Glassboro; held on the 15th day of October 2024 by a vote of 4 in favor, 0 opposed and 0 abstentions.

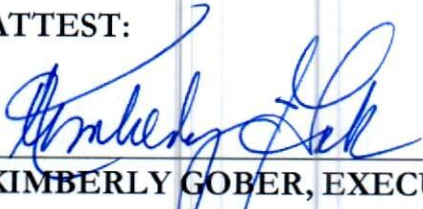
<u>Commissioners</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstention</u>	<u>Absent</u>
Jay Lapp			✓			
Shirley Anderson			✓			
Andrew Halter	✓					
Jacob Hines		✓				
Thuraisingham Mohanakanthan						✓

THE HOUSING AUTHORITY OF THE BOROUGH OF GLASSBORO



JAY LAPP, CHAIRMAN

ATTEST:



KIMBERLY GOBER, EXECUTIVE DIRECTOR

DATED: OCTOBER 15, 2024

RESOLUTION #2024-56
RESOLUTION AUTHORIZING SUBMISSION OF
5-YEAR AGENCY PLAN FY 2025-2029
FOR SUBMISSION TO HUD

WHEREAS, section 5A of the United States Housing Act of 1937 requires Housing Authorities to develop an Agency Plan consisting of the authority’s policies, programs, operations, and strategies for meeting local housing needs and goals; and

WHEREAS, the Agency Plan has two parts, the 5-Year Plan, which each PHA submits to the Department of Housing & Urban Development (HUD) once every 5th PHA fiscal year, and the Annual Plan, which is submitted to HUD every year by non-qualified agencies to be implemented after review and comment from residents, County government, certain agencies and the public; and

WHEREAS, GHA is a qualified agency and not required to submit an Annual Plan; and

WHEREAS, a Five-Year Plan FY 2025-2029 has been developed by GHA, which was distributed to all required parties, including a Resident Advisory Board, as well as publicly advertised for review, as a qualified agency,

WHEREAS, a Public Hearing was be held on September 26, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Borough of Glassboro that the Agency Five-Year Plan FY 2025-2029, attached hereto and made a part hereof, is hereby approved; and

IT IS FURTHER RESOLVED that the Executive Director, or designee, be and is hereby directed to submit the Agency Five-Year Plan FY 2025-2029 to HUD as required for their review and approval.

ADOPTED at a Regular Meeting of the Board of Commissioners of the Housing Authority of the Borough of Glassboro; held on the 15th day of October 2024 by a vote of 4 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			✓			
Shirley Anderson	✓					
Andrew Halter			✓			
Jacob Hines		✓				
Thuraisingham Mohanakanthan						✓

THE HOUSING AUTHORITY OF THE BOROUGH OF GLASSBORO



JAY LAPP, CHAIRMAN

ATTEST:



KIMBERLY GOBER, EXECUTIVE DIRECTOR

DATED: OCTOBER 15, 2024

Civil Rights Certification (Qualified PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires 3/31/2024

Civil Rights Certification

Annual Certification and Board Resolution #2024-57

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning FY2025-2029 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.

Housing Authority of the Borough of Glassboro

NJ051

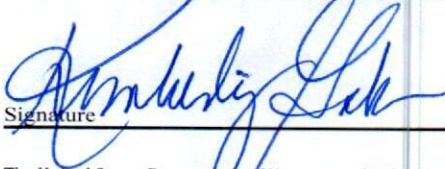
PHA Name

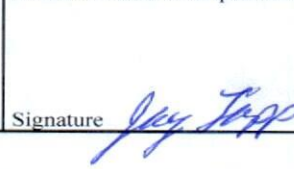
PHA Number/HA Code

I hereby certify that all the statement above, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Executive Director: **Kimberly Gober**

Name of Board Chairperson: **Jay Lapp**





Signature Date 10/15/2024

Signature Date 10/15/2024

The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 *et seq.*, and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. The information is collected to ensure that PHAs carry out applicable civil rights requirements. Public reporting burden for this information collection is estimated to average 0.16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

RESOLUTION #2024-58
RESOLUTION RATIFYING USE
OF UPDATED OPRA FORM

OPRA POLICY

WHEREAS, the OPRA Policy is the Housing Authority of the Borough of Glassboro (GHA) written procedure that ensures members of the general public are granted access to all records maintained by GHA, unless specifically exempt in accordance with the Open Public Records Act (OPRA), N.J.S.A. 47:1A-1.1 et. seq.; and

WHEREAS, P.L. 2024, c. 16, required all agencies subject to OPRA to adopt the form established by the Government Records Council . . . for the use of any person who requests access to a government record held or controlled by the public agency." N.J.S.A.47:1A-5(f), effective September 3, 2024; and

WHEREAS, GHA adopted the above-mentioned form, effective September 3, 2024.


NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Borough of Glassboro that the updated OPRA form established by the Government Records Council, be and hereby is accepted and made part of GHA’s OPRA Policy.

ADOPTED at a Regular Meeting of the Board of Commissioners of the Housing Authority of the Borough of Glassboro; held on the 15th day of October 2024 by a vote of 4 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			✓			
Shirley Anderson	✓					
Andrew Halter			✓			
Jacob Hines		✓				
Thuraisingham Mohanakanthan						✓

THE HOUSING AUTHORITY OF THE BOROUGH OF GLASSBORO


JAY LAPP, CHAIRMAN

ATTEST: 
KIMBERLY GOBER, EXECUTIVE DIRECTOR
DATED: OCTOBER 15, 2024

Tabled

RESOLUTION #2024-59

RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, While the Sen. Byron M. Baer Open Public Meetings Act (OPRA, NJSA 10:4-6et 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 October 15th, 2024, 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 be 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 OCTOBER 15, 2024.

ADOPTED at a Regular Meeting of the Board of Commissioners of the Housing Authority of the Borough of Glassboro; held on the 15th day of October 2024 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						
Shirley Anderson						
Andrew Halter						
Jacob Hines						
Thuraisingham Mohanakanthan						

THE HOUSING AUTHORITY OF THE BOROUGH OF GLASSBORO

JAY LAPP, CHAIRMAN

ATTEST:

KIMBERLY GOBER, EXECUTIVE DIRECTOR

DATED: OCTOBER 15, 2024