



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

EDWARD HUTCHINSON • Vice Chairman  
THURASINGHAM MOHANAKANTHAN • Commissioner  
JENNIFER WELLS • Commissioner

## **REGULAR MEETING MINUTES** **APRIL 18, 2022**

The Board of Commissioners of the Housing Authority of the Borough of Glassboro, met in session on MONDAY, APRIL 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 Shirley Anderson (virtually)
- ✓ Commissioner Jennifer Wells (virtually)
- ✓ Commissioner Thurasingham Mohanakanthan (virtually)

Absent:

None

Also in attendance were:

- ✓ Kimberly Gober, Executive Director
- ✓ Nelly Rojas, Administrative Assistant
- ✓ Michael Watson, Esq. Solicitor (virtually)
- ✓ Anna Miller, Council Representative (virtually)
- ✓ Grace Seeney, Finance Director
- ✓ Madeline Vasquez, Site 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”.

## **PUBLIC PORTION:**

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

**Motion:** Vice Chairman Edward Hutchinson

**Second:** Commissioner Jennifer Wells

**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**

## **MINUTES:**

### **Motion to approve the Minutes from MARCH 2022, as read,**

**Motion:** Vice Chairman Edward Hutchinson

**Second:** Commissioner Jennifer Wells

**All in favor**

## **FINANCIAL REPORT:**

- Finance Director, Grace Seeney indicates payroll was estimated based on last month’s numbers, as the Board meeting was earlier in the month, adjustments will be made once payroll is finalized. GHA’s overall funds show a net loss of about \$17K, when noncash items are added GHA is about 13K in the positive. A transfer of \$75K has been made from the R&R account to the Operating account for GHA’s unit renovations. E.D. Gober indicates also subject to the Commissioner’s approval in addition to the 75K payment, there is also a partial payment of about \$8,200 being made for the audit. Audits are progressing.

### **Motion to accept Accountants Report,**

**Motion:** Commissioner Shirley Anderson

**Second:** Vice Chairman Edward Hutchinson

**All in favor**

## **DIRECTORS REPORT:**

- E.D. Gober notes the admin fees for the HCV Program will receive an 88% proration. Included in the Board Packets is a letter from HUD setting goals for Housing Authorities, indicating by September 30, 2022 HUD wants to reach 98% of annual HAP budget authority and by September 20, 2023 reach 100%. E.D. Gober indicates GHA voucher holders are still having difficulties finding units and when units are found the landlords are charging higher rents that are unaffordable even with assistance.

- E.D. Gober informs the Commissioner’s that Pennrose has published a webpage providing notice for anyone interested in the development to visit the webpage and enter their information. Pennrose is maintaining a database. GHA sent hard copies of the flyer for the Village at Harmony Garden development to the Borough Hall to be available to the public, we have also listed a link to the developer’s website on GHA’s webpage. The construction is progressing, targeting to be complete in mid-October and projecting lease-up to be complete around March of 2023. GHA and Penrose are working together to coordinate the vouchers and the tax credit side of the lease-up. We anticipate opening the waitlist soon publishing a

public notice, the Board will be notified once the public notice of accepting applications is published. Included in the Board Packets is also construction progress photos.

- E.D. Gober indicates there are two resolutions the first is approving monthly expenses and the second is asking the Board to ratify an emergency sewer line cleanup at Delsea Manor Apartments, Root 24 Plumbing was onsite to take care of the matter.
- E.D. Gober indicates regarding renovations that the \$75K to be paid upon approval of the Board is for four units, including painting of two renovated units and painting of one unit that was not renovated. The average renovation cost for this particular group of units is about \$17K per unit.

**No further questions by the Commissioners.**

**Motion to accept the Reports:**

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

**NEW BUSINESS- RESOLUTIONS:**

<b><u>2022-25</u></b>	<b>CONSIDER RESOLUTION APPROVING REGULAR MONTHLY EXPENSES</b> <b>Motion:</b> Vice Chairman Edward Hutchinson <b>Second:</b> Commissioner Jennifer Wells <b>All in Favor</b>
<b><u>2022-26</u></b>	<b>CONSIDER RESOLUTION RATIFYING EMERGENCY SEWER LINE CLEANUP SERVICES AT DELSEA MANOR APARTMENTS</b> <b>Motion:</b> Vice Chairman Edward Hutchinson <b>Second:</b> Commissioner Thuraisingham Mohanakanthan <b>All in Favor</b>
<b><u>2022-27</u></b>	<b>CONSIDER RESOLUTION APPROVING EXECUTIVE SESSION - TABLED</b>

**ADJOURNMENT:**

**Motion to Adjourn,**

**Motion:** Commissioner Thuraisingham Mohanakanthan  
**Second:** Commissioner Shirley Anderson  
**All in Favor**

Respectfully submitted,



**Kimberly Gober, Executive Director**

**DATED: April 18, 2022**