

RESOLUTION #2024-37

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 18th day of June 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: JUNE 18, 2024

GLASSBORO HOUSING AUTHORITY

FINAL BILL LIST # 2024-06

INTERIM BILLS:

A.	Affordable Housing Corp of Glassboro	\$	43,992.28
B.	Glassboro RAD Operating		74,237.31

TOTAL INTERIM BILLS: \$ 118,229.59

CURRENT BILLS:

C.	Affordable Housing Corp of Glassboro	\$	7,695.08
D.	Glassboro RAD Operating		-

TOTAL CURRENT BILLS: \$ 7,695.08

TOTAL BILL LIST: \$ 125,924.67

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

Summary Check Listing Report

05/22/2024

To

06/17/2024

A

<u>Check #</u>	<u>Check Date</u>	<u>Recipient</u>	<u>Amount</u>
Credit Acct	AFFORDABLE HOUSING CORP OF GLASSBORO		
0000202898	05/22/2024	ATLANTIC CITY ELECTRIC	\$1,490.22
0000202899	05/29/2024	ATLANTIC CITY ELECTRIC	\$1,397.61
0000202900	05/29/2024	CAMPBELL LOCK AND SAFE INC	\$766.00
0000202901	05/29/2024	COMCAST CORPORATION	\$302.88
0000202902	05/29/2024	HD SUPPLY FACILITIES MAINTENANCE, LTD	\$2,002.06
0000202903	05/29/2024	ATLANTIC CITY ELECTRIC	\$2,033.95
0000202904	05/29/2024	ATLANTIC CITY ELECTRIC	\$563.46
0000202905	05/29/2024	ATLANTIC CITY ELECTRIC	\$122.69
0000202906	05/29/2024	ATLANTIC CITY ELECTRIC	\$365.46
0000202907	06/04/2024	AFFORDABLE HOUSING CORP OF GLASSBORO	\$8,071.58
0000202908	06/04/2024	BOROUGH OF GLASSBORO--WATER	\$18,748.25
0000202909	06/04/2024	LOWE'S HOME CENTERS, INC	\$377.47
0000202910	06/04/2024	MARKSMEN LANDSCAPING LLC	\$4,002.22
0000202911	06/04/2024	SOUTH JERSEY GAS CO	\$2,214.03
0000202912	06/11/2024	BLOCK LINE SYSTEMS LLC	\$93.05
0000202913	06/11/2024	COMCAST CORPORATION	\$254.41
0000202914	06/11/2024	SOUTH JERSEY GAS CO	\$1,034.87
0000202915	06/11/2024	VERIZON WIRELESS SERVICES LLC	\$152.07
Total for Credit Acct	AFFORDABLE HOUSING CORP OF GLASSBORO		\$43,992.28



Summary Check Listing Report

05/22/2024

To

06/17/2024

B

<u>Check #</u>	<u>Check Date</u>	<u>Recipient</u>	<u>Amount</u>
Credit Acct	RAD OPERATING		
0000001246	06/11/2024	STATE OF NEW JERSEY	\$413.85
0000001247	06/11/2024	STATE OF NEW JERSEY	\$1,229.11
0000200527	06/11/2024	BROOKE GROUP LLC	\$217.50
0000200528	06/11/2024	COMMUNICATION WORKERS OF AMERICA	\$59.67
0000200529	06/11/2024	HOUSING AUTHORITY OF GLOUCESTER COUNTY	\$72,317.18
Total for Credit Acct RAD OPERATING			\$74,237.31



Summary Check Listing Report

06/18/2024

To

06/18/2024

C

<u>Check #</u>	<u>Check Date</u>	<u>Recipient</u>	<u>Amount</u>
Credit Acct	AFFORDABLE HOUSING CORP OF GLASSBORO		
0000202916	06/18/2024	A.B. RICHARDS INC	\$99.00
0000202917	06/18/2024	AMAZON.COM SERVICES, INC	\$47.84
0000202918	06/18/2024	ATLANTIC CITY ELECTRIC	\$69.24
0000202919	06/18/2024	BOROUGH OF GLASSBORO-HIGHWAY	\$112.62
0000202920	06/18/2024	CANON SOLUTIONS AMERICA, INC.	\$75.81
0000202921	06/18/2024	COMCAST CORPORATION	\$302.88
0000202922	06/18/2024	HD SUPPLY FACILITIES MAINTENANCE, LTD	\$554.24
0000202923	06/18/2024	HOFFMAN'S EXTERMINATING CO., INC.	\$711.00
0000202924	06/18/2024	MEADOWBROOK ASSOCIATES, LP	\$95.18
0000202925	06/18/2024	SAFEGUARD BUSINESS SYSTEMS, INC	\$196.96
0000202926	06/18/2024	VERIZON NEW JERSEY INC	\$88.19
0000202927	06/18/2024	WOLFSCHMIDT PLUMBING, HEATING & COOLING	\$5,165.33
0000202928	06/18/2024	ZALLIE'S SHOPRITE OF GLASSBORO	\$39.29
0000202929	06/18/2024	SHERWIN WILLIAMS COMPANY	\$137.50
Total for Credit Acct AFFORDABLE HOUSING CORP OF GLASSBORO			\$7,695.08



RESOLUTION #2024-38

RESOLUTION COMMENDING

EDWARD HUTCHINSON

FOR DEDICATED SERVICE AS A BOARD COMMISSIONER

WHEREAS, the Housing Authority of the Borough of Glassboro (GHA) notes the departure of **EDWARD HUTCHINSON** from its Board of Commissioners, effective May 21, 2024; and

WHEREAS, **EDWARD HUTCHINSON** has demonstrated dedication to public service throughout his tenure as a Commissioner of the GHA Board since March 8, 2016; and

WHEREAS, GHA recognizes the dedicated service performed by **EDWARD HUTCHINSON** during the times he served in the Board and the contributions and leadership he provided to furthering its mission as Vice-Chairman; and

WHEREAS, for his leadership and valued insight, **EDWARD HUTCHINSON** has earned the recognition and gratitude of residents and program participants of the GHA; and

WHEREAS, the GHA Board and Executive Staff wish to thank **EDWARD HUTCHINSON** for his excellent work ethic, commitment to the community, and steady support.

NOW THEREFORE BE IT RESOLVED that the Housing Authority of the Borough of Glassboro hereby commends and sincerely thanks **EDWARD HUTCHINSON** for his years of service, further wishing **EDWARD HUTCHINSON** and his family continued happiness in years to come.

ADOPTED at a Regular Meeting of the Board of Commissioners of the Housing Authority of the Borough of Glassboro; held on the 18th day of June 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: JUNE 18, 2024

RESOLUTION #2024-38

RESOLUTION COMMENDING

EDWARD HUTCHINSON

FOR DEDICATED SERVICE AS A BOARD COMMISSIONER

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WHEREAS, **EDWARD HUTCHINSON** has demonstrated dedication to public service throughout his tenure as a Commissioner of the GHA Board since March 8, 2016; and

WHEREAS, GHA recognizes the dedicated service performed by **EDWARD HUTCHINSON** during the times he served in the Board and the contributions and leadership he provided to furthering its mission as Vice-Chairman; and

WHEREAS, for his leadership and valued insight, **EDWARD HUTCHINSON** has earned the recognition and gratitude of residents and program participants of the GHA; and

WHEREAS, the GHA Board and Executive Staff wish to thank **EDWARD HUTCHINSON** for his excellent work ethic, commitment to the community, and steady support.

NOW THEREFORE BE IT RESOLVED that the Housing Authority of the Borough of Glassboro hereby commends and sincerely thanks **EDWARD HUTCHINSON** for his years of service, further wishing **EDWARD HUTCHINSON** and his family continued happiness in years to come.


ADOPTED at a Regular Meeting of the Board of Commissioners of the Housing Authority of the Borough of Glassboro; held on the 18th day of June 2024 by a vote of 4 in favor, 0 opposed and 0 abstentions.

THE HOUSING AUTHORITY OF THE BOROUGH OF GLASSBORO



JAY LAPP, CHAIRMAN

ATTEST:



KIMBERLY GOBER, EXECUTIVE DIRECTOR
DATED: JUNE 18, 2024

RESOLUTION #2024-39

**RESOLUTION RATIFYING EMERGENCY CONTRACTS FOR THE REPAIR
OF DAMAGE TO WIRE LEADING TO UTILITY POLES**

PURSUANT TO N.J.S.A. 40A:11-6

WHEREAS, the Housing Authority of the Borough of Glassboro (GHA) awarded an emergency contract to **ARTHUR R. TODD ELECTRICAL CONTRACTOR**, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-6; and

WHEREAS, on February 20, 2024, damage to the base of a utility pole was discovered at Summit Park disrupting electrical and heat service to the building, 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 Executive Director was notified and was satisfied that an emergency did exist, and authorized the award of said contract to **ARTHUR R. TODD ELECTRICAL CONTRACTOR** for repairs and reestablishment of electrical service to the building **in the amount of \$8,971.76**, in accordance with N.J.S.A. 40A:11-6(a) for such purposes as may be necessary to respond to the emergency; and

WHEREAS, during repairs **ARTHUR R. TODD ELECTRICAL CONTRACTOR** discovered similar hazardous conditions leading to a second utility pole, necessitating additional wire repairs **in the amount of \$5,500.00**; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the Borough of Glassboro, that the emergency contracts with **ARTHUR R. TODD ELECTRICAL CONTRACTOR** in the combined amount of **\$14,471.76**, as authorized by the Executive Director, 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 18th day of June 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: JUNE 18, 2024

Arthur R. Todd Electrical Contractor

312 Hurffville-Crosskeys Road
Sewell, NJ 08080

Invoice

Date	Invoice #
2/20/2024	8746

Bill To
Gloucester Co. Housing Authority 100 Pop Moylan Blvd. Deptford, NJ 08096 845-3597

Description	Qty	Rate	Amount
Job Name; Summit park [REDACTED] Glassboro, NJ Emergency Service Half Electric 2/17/24 1.)Troubleshoot existing underground service and found that one of the phases had 50 volts. Atlantic City Electric verified that incoming electric was good. Emergency Service Call \$500.00 1 Man 2.5 hours \$250.00 = \$625.00 2/18/24 2.)Temporarily installed jumper wire from phase to phase so that tenants would have electric and heat. Emergency Service Call 1 Man 2 Hours @ \$250.00 = \$500.00 Materials \$78.00 2/19/24 3.)Used wire tracers to find broken wire at base of utility pole #1. Removed pole conduit and replace wire up utility pole. 4.)Removed and replaced second conduit up utility pole that was		8,971.76	8,971.76

	Total
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Balance Due

Phone #	Fax #
856-589-2333	856-589-2334

Arthur R. Todd Electrical Contractor

312 Hurffville-Crosskeys Road
Sewell, NJ 08080

Invoice

Date	Invoice #
2/20/2024	8746

Bill To
Gloucester Co. Housing Authority 100 Pop Moylan Blvd. Deptford, NJ 08096 845-3597

Description	Qty	Rate	Amount
Deteriorated and exposed wires. 5.)Turn off existing pole mounted transformer and reconnected two service conductors. Bucket Truck \$800.00 3 Men 4 Hours @ \$150.00= \$1,800.00 Materials \$4,168.76 Note: 1.)Tax Exempt certificate needed at time of payment.			

	Total	\$8,971.76
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Balance Due	\$8,971.76
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Phone #	Fax #
856-589-2333	856-589-2334

Arthur R. Todd Electrical Contractor

312 Hurffville-Crosskeys Road
Sewell, NJ 08080

Invoice

Date	Invoice #
2/27/2024	8747

Bill To
Gloucester Co. Housing Authority 100 Pop Moylan Blvd. Deptford, NJ 08096 845-3597

Description	Qty	Rate	Amount
Job Name; Summit Park Schedule Emergency shut down of Utility Pole #2 Two Utility Pole Electric Service Repairs All materials and labor to complete the following electrical work 2/27/24: 1.)Remove and repair two existing electrical service with rusted through conduits with exposed wires. 2.)Turn off pole mounted transformer and disconnect service conductors from transformer. 3.)Dig up conduits at bottom of pole repair wires. 4.)Install new PVC conduits up utility pole and reconnect feeders. Bucket truck Service \$ 800.00 2 Men 6.5 Hors \$1,950.00 Materials \$2,750.00 Total Amount \$5,500.00		5,500.00	5,500.00

	Total	\$5,500.00
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Balance Due	\$5,500.00
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Phone #	Fax #
856-589-2333	856-589-2334

TABLED
RESOLUTION #2024-40

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 June 18th, 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 JUNE 18, 2024.

ADOPTED at a Regular Meeting of the Board of Commissioners of the Housing Authority of the Borough of Glassboro; held on the 18th day of June 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: JUNE 18, 2024