

MINUTES

GLOUCESTER TOWNSHIP HOUSING AUTHORITY

REGULAR MEETING

March 12, 2019, 6:04 PM

The Regular Meeting of the Gloucester Township Housing Authority was held on March 12, 2019, in the Community Room located at Gloucester Township Senior Campus 1, Gloucester Township, New Jersey.

A roll call for attendance was taken:

COMMISSIONER CARLAMERE	PRESENT
COMMISSIONER BARKSDALE	ABSENT
COMMISSIONER MARKS	PRESENT
COMMISSIONER PICCOLO	PRESENT (telephonically)
COMMISSIONER WASHINGTON	PRESENT

Also in attendance were: William Snyder, Execu-Tech; Maria Iwano, Execu-Tech; Amy E. Shotmeyer, Esq., Solicitor (telephonically), & Scott Owens, Council Liaison.

PLEDGE OF ALLEGIANCE

Mr. Snyder prompted all who could stand to pledge the flag.

MOTION TO APPROVE MEETING MINUTES: Commissioner Washington made a motion to approve the minutes of the February 12, 2019 regular HA meeting and seconded by Commissioner Carlamere. Said motion passed unanimously.

EXECUTIVE DIRECTOR'S REPORT-

We met with the cleaning company and have created a weekly schedule outlining what will be done each day of the week and signed off by the office at the end of the week. We have contacted a local contractor who will present a quote for the concrete problem areas. We are submitting a CDBG application to the Township requesting \$75,000.00 for masonry, painting of common areas, and painting of 25 units. We are looking into other options to replace the postage machine. The State will do a file and physical inspection on June 6. The peeling of the columns at the resident entrance must be repaired before then. Housing Authorities are required by legislation to conduct an annual audit. However, our budget cannot withstand the cost.

ATTORNEY'S REPORT

Attorney requested we enter Executive Session to discuss item of attorney- client privilege. Commissioner Washington made a motion to enter Executive Session at 6:21PM Resolution no. 19-12-3-3 and seconded by Commissioner Carlamere. Executive Session ended at 6:31PM and returned to the regular meeting.

OLD BUSINESS – NONE

NEW BUSINESS – RESOLUTIONS

- **RESOLUTION 19-12-3-1** – Approving payment of invoices for the month of March. Commissioner Washington made a motion to approve the March invoices with the exception of invoices for snow removal pending review and seconded by Commissioner Carlamere. Said motion passed unanimously
- **RESOLUTION 19-12-3-2** – Approving of the 2019 budget. Commissioner Carlamere made a motion to approve the GTHA FY 2019 Budget and seconded by Commissioner Washington. Said motion passed unanimously.
- **RESOLUTION 19-12-3-3** - Approving an Executive Session to discuss matters of attorney-client privilege. Commissioner Washington made a motion to enter Executive Session at 6:21PM Resolution no. 19-12-3-3 and seconded by Commissioner Carlamere. Executive Session ended at 6:31PM and returned to the regular meeting.

COMMITTEE REPORTS – NONE

PUBLIC COMMENTS

- #201 – Dorothy Knecht
- A discussion was held regarding the lack of response to the emergency number when we have lock outs. The office will address this with the maintenance company. The option of a live-in is still under discussion.

- #316 – Eileen Slimm
- Tenant expressed concern about the doors to the courtyard being left open or unlocked. The office will speak to the cleaning and maintenance companies since this is the door used to remove trash and recycling.

- #110 – Judith Melvin
- Tenant addressed an issue with her heater. A work order will be enter a work order. Tenant also asked about removing stains on the carpet in the common areas. We have a shampooer and will inquire with the cleaning company about scheduling.

- #210 – Alice Bailey
- Tenant asked if anything can be done about lowering the switch to turn on the exhaust fan over the stove as it is impossible to reach. The fans are installed at a standard height. We are unable to remedy this.

- #225 – Barbara Maulo
- Asked if the tenant is responsible for moving the furniture when the apartment is painted. Tenant will not be required to move furniture.

#110 – Judith Melvin

When are the smoke detector batteries changed? They are tested and changed regularly. Detectors were replaced with new ones last year. Batteries are only for back up. Detectors are hard wired.

There was discussion of the garden boxes and who will be responsible for tilling and adding fresh soil. It will be taken care of.

COUNCIL LIAISON –

The Mayor installed the new officers of the Resident Association. The Township will be celebrating Women's History Month honoring outstanding Women Who Make A Difference within our community. Anyone is invited to nominate a deserving woman in the community.

MOTION TO ADJOURN – A motion to adjourn the meeting at 6:52 PM was made by Commissioner Carlamere and seconded by Commissioner Washington. Said motion passed unanimously.

Respectfully submitted,

Maria Twano

Dated: March 18, 2019