

MINUTES

GLOUCESTER TOWNSHIP HOUSING AUTHORITY

REORGANIZATION/REGULAR MEETING

JANUARY 14, 20120 6:00PM

The Regular Meeting of the Gloucester Township Housing Authority was held on January 14, 2020, 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	PRESENT
COMMISSIONER MARKS	PRESENT
COMMISSIONER ORNER	ABSENT
COMMISSIONER PICCOLO	ABSENT
COMMISSIONER WILSON	PRESENT

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

PLEDGE OF ALLEGIANCE Maria Iwano prompted all who could stand to pledge the flag.

REORGANIZATION

RESOLUTION 20-14-1-1 NOMINATION OF CHAIRPERSON

Commissioner Barksdale nominated Commissioner Carlamere as Chairperson and seconded by Commissioner Marks. Being as there were no other nominations, the nominations were closed and the Board unanimously approved Ms. Carlamere as Chairperson in a roll call vote.

RESOLUTION 20-14-1-2 NOMINATION OF VICE CHAIRPERSON

Commissioner Carlamere nominated Commissioner Orner as Vice Chairperson and seconded by Commissioner Barksdale. Being as there were no other nominations, the nominations were closed and the Board unanimously approved Commissioner Orner as Vice Chairperson in a roll call vote.

RESOLUTION 20-14-1-3 NOMINATION OF TREASURER

Commissioner Carlamere nominated Commissioner Wilson as Treasurer and seconded by Commissioner Marks. Being as there were no other nominations, the nominations were closed and the Board unanimously approved Commissioner Wislon as Treasurer in a roll call vote.

MOTIONS:

1. **Motion to Approve Meeting Minutes:** Commissioner Barksdale made a motion to approve the minutes of the Regular Meeting held on November 12, 2019. Commissioner Marks seconded the motion. Said meeting minutes were approved by a unanimous voice vote.

CHAIRPERSON'S REPORT – Commissioner Carlamere welcomed everyone with New Year greeting. She thanked the Township for providing snow removal services.

ATTORNEY'S REPORT – Happy New Year to all. No need for Executive Session.

OLD BUSINESS – NONE

NEW BUSINESS – RESOLUTIONS

- **RESOLUTION 20-14-1-4** – Approving payment of invoices for the month of January. Commissioner Wilson motioned to approve the January invoices and seconded by Commissioner Barksdale. Said motion passed unanimously.
- **RESOLUTION 20-14-1-5** – Approving payment of invoices for the month of December. Commissioner Barksdale motioned to approve the December invoices and seconded by Commissioner Marks. Said motion passed unanimously.
- **RESOLUTION 20-14-1-6** – Approving the Cash Management Plan. Commissioner Wilson motioned to approve the Cash Management Plan and seconded by Commissioner Marks. Said motion passed unanimously.
- **RESOLUTION 20-14-1-7** – Authorizing a Policy Respecting Reimbursement of GTHA Commissioners/Employees for Costs of Defending Against Criminal Charges. Commissioner Barksdale motioned Authorizing a Policy Respecting Reimbursement of GTHA Commissioners/Employees for Costs of Defending Against Criminal Charges and seconded by Commissioner Marks. Said resolution passed unanimously.
- **RESOLUTION 20-14-1-8** – Indemnifying Commissioners and Employees Consistent with N.J.S.A. 59:10-4. Commissioner Barksdale motioned to Indemnify Commissioners and Employees Consistent with N.J.S.A. 59:10-4 and seconded by Commissioner Marks. Said motion passed unanimously.
- **RESOLUTION 20-14-1-9** - Adopting a Form Required to be Used for the Filing of Notices of Tort Claims Against the GTHA in Accordance with the Provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:8-6. Commissioner Wilson motioned adopting a Form Required to be Used for the Filing of Notices of Tort Claims Against the GTHA in Accordance with the Provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:8-6 and seconded by Commissioner Barksdale. Said motion passed unanimously.
- **RESOLUTION 20-14-1-10** – Designating Official Newspaper of the Gloucester Township Housing Authority for Publication of Legal Notices. Commissioner Barksdale motioned Designating Official Newspaper of the Gloucester Township Housing Authority for Publication of Legal Notices and seconded by Commissioner Wilson. Said motion passed unanimously.
- **RESOLUTION 20-14-1-11** – Approving and Awarding a Contract for Legal Services. Commissioner Wilson motioned Approving and Awarding a Contract for Legal Services to DeCotiis, Fitzpatrick, Cole & Giblin LLP and seconded by Commissioner Barksdale. Said motion passed unanimously.

- **RESOLUTION 20-14-1-12** – Approving a Contract for General Maintenance. Commissioner Barksdale motioned Approving a Contract for General Maintenance to Gorman Property Maintenance and seconded by Commissioner Wilson. Said motion passed unanimously.

COMMITTEE REPORTS – NONE

EXECUTIVE DIRECTOR'S REPORT – Maria Iwano reported that the Letter of Engagement was sent to Novogradac to conduct the 2019 LP audit. Rent increase of 1% will go into effect April 1, 2020. New cleaning company is onboard. Feedback has been excellent. The website is up and running and we are working on updating its content. Liability insurance premium increased considerably. After discussion, the Risk Manager will provide the board with a clearer breakdown of the costs.

EXECUTIVE SESSION – NONE

COUNCIL LIAISON – Mr. Owens congratulated everyone on the New Year and reported on upcoming events to celebrate 325th year of Gloucester Township. All events are posted on the website.

PUBLIC COMMENTS

- #225 – Barbara Maulo
Tenant followed up on former request of report of hoarder in the building. Matter is being addressed with legal.
- #228 – Rita Paul
Tenant reported someone had draped bedding in the common area. Was advised it should have been reported to the office.
- #115 – Florence O'Donnell
Tenant reports that she continues to bring in black marks unto her floor from the parking lot. Board requests that contract recreate the situation to see what can be done.
- #114 – Tony Priolo
Two parking lot lights are out. Commissioner Marks will inquire with the Township about providing the equipment needed to change the bulbs.
- #110 – Judy Melvin
Can something be done about the intercom? It's difficult to hear through the speaker. Individuals need to get closer to the speaker to be heard loud enough.
- #322 – John Inglehearn
Can something else be done to permanently ensure the one door by the resident entrance locks properly? The intermittent problem is being addressed. Getting estimates on cost to replace the door.

MOTION TO ADJOURN – A motion to adjourn the meeting at 6:30PM was made by Commissioner Barksdale and seconded by Commissioner Wilson. Said motion passed unanimously.

Respectfully submitted,

Maria Iwano

Dated: January 20, 2020