

**MINUTES**

**GLOUCESTER TOWNSHIP HOUSING AUTHORITY**

**REGULAR MEETING**

**December 11, 2018**

**6:02PM**

The Regular Meeting of the Gloucester Township Housing Authority was held on December 11, 2018, at the Community Room located at Gloucester Township Senior Campus 1, Gloucester Township, New Jersey.

A roll call for attendance was taken:

|                         |         |
|-------------------------|---------|
| COMMISSIONER BARKSDALE  | PRESENT |
| COMMISSIONER MATTHEWS   | PRESENT |
| COMMISSIONER MUSSER     | ABSENT  |
| COMMISSIONER PICCOLO    | PRESENT |
| COMMISSIONER WASHINGTON | PRESENT |

Also in attendance were: Maria Iwano, Execu-Tech; Amy E. Shotmeyer, Esq., Solicitor; Frank Borin, Esq., Solicitor, and Scott Owens, Gloucester Township Liaison.

**PLEDGE OF ALLEGIANCE**

Commissioner Matthews prompted all who could stand to pledge the flag.

Commissioner Matthews informed the Board that the Authority is seeking approval to issue RFPs for Maintenance, HVAC, Landscaping, Painting, and Snow Removal. The Commissioner informed the Board of the reduction in spending on these services with the current contractors. A discussion followed on the renewal of insurance and increase in premium. The January meeting has been moved to January 1, 2019 due to conflicts in schedules.

**MOTIONS:**

1. Motion to Approve Meeting Minutes: Commissioner Washington made a motion to approve the minutes of the Regular Meeting held on October 9, 2018. Commissioner Matthews seconded the motion. Said meeting minutes were approved by a unanimous voice vote.
2. Motion to Approve Meeting Minutes: Commissioner Washington made a motion to approve the minutes of the LP Meeting held on October 9, 2018. Commissioner Matthews seconded the motion. Said meeting minutes were approved by a unanimous voice vote.

**EXECUTIVE DIRECTOR REPORT: None**

**ATTORNEY'S REPORT-** Amy Shotmeyer informed everyone that the Board will later go into closed session. Ms. Shotmeyer wished all Happy Holidays.

**OLD BUSINESS – NONE**

**NEW BUSINESS- NONE**

**RESOLUTIONS**

**RESOLUTION 18-12-11-1** Authorizing payment of invoices for November 2018 and December 2018 bills. A motion was made by Commissioner Washington and seconded by Commissioner Barksdale to approve the payment of bills under Resolution 18-12-11-1. Said motion passed unanimously.

**RESOLUTION 18-12-11-2** Authorize the Acting Executive Director to advertise for services for the period 2/1/19 – 1/31/2020. A motion was made by Commissioner Washington and seconded by Commissioner Matthews to authorize the Acting Executive Director to advertise for services. Said motion passed unanimously.

**RESOLUTION 18-12-11-3** Approving the monthly meeting dates for 2019. A motion was made by Commissioner Washington and seconded by Commissioner Barksdale to approve the monthly meeting dates for 2019. Said motion passed unanimously.

**PUBLIC COMMENTS**

#114 Tony Priolo –

Q. When will the lights in the parking lot be repaired?

A. The lights are no longer being manufactured. We are currently looking into the recommendation to switch the building to a “light cloud system” which will help reduce the cost of electricity. In the meantime, we will discuss other options with the Township.

#316 Eileen Slimm –

Q. Will there be a rent increase this year?

A. 2019 rent increases have not yet been discussed.

**EXECUTIVE SESSION -**

A motion was made by Commissioner Matthews and seconded by Commissioner Washington at 6:28PM to enter into Executive Session (Resolution 18-12-11-4) for reasons of potential anticipated litigation and/or matters of attorney-client privilege. Said motion passed unanimously.

At 6:40PM the board ended Executive Session.

## **CHAIRPERSON'S REPORT**

Commissioner Matthews reported that First Sterling has completed their 3<sup>rd</sup> quarter review favorably. We have not replaced any A/C units this year. The preventative maintenance now in place has reduced cost. We have some CDBG money still available which we may use toward moving the building to a light cloud system. The light sensors in the building are failing and are expensive to replace.

## **LIAISON'S REPORT**

Mr. Owens reported that the Mayor and Council are discussing replacement for the two vacancies on the Board. He will also look into a solution for the lights in the parking lot.

A motion to adjourn the meeting at 6:48PM was made by Commissioner Barksdale and seconded by Commissioner Washington. Said motions passed unanimously.

A motion to open an LP meeting at 6:38PM was made by Commissioner Matthews and seconded by Commissioner Washington. Said motions passed unanimously.

Respectfully submitted,

**Maria Iwano**

---

Dated: December 12, 2018