

MINUTES

GLOUCESTER TOWNSHIP HOUSING AUTHORITY

REGULAR MEETING

November 9th, 2021 6:00PM

The Regular Meeting of the Gloucester Township Housing Authority was held remotely on November 9th, 2021.

A roll call for remote attendance was taken:

COMMISSIONER CARLAMERE	PRESENT
COMMISSIONER ORNER	EXCUSED
COMMISSIONER PICCOLO	PRESENT
COMMISSIONER ROSSELL	PRESENT
COMMISSIONER MACPHERSON	PRESENT
COMMISSIONER HUNT	EXCUSED

Also in remote attendance were William Snyder, Execu-Tech; Adrienne Cutter, Execu-Tech; Amy E. Shotmeyer, Esq., Solicitor, Councilwoman Grace

PLEDGE OF ALLEGIANCE Commissioner Carlamere prompted all who could stand to pledge the flag.

MOTIONS:

1. **Motion to Approve Meeting Minutes:** Commissioner Rossell made a motion to approve the minutes of the Regular Meeting held on October 12, 2021. Commissioner MacPherson seconded the motion. Said meeting minutes were approved unanimously.

CHAIRPERSON'S REPORT – NONE

ATTORNEY'S REPORT – NONE - NO NEED FOR EXECUTIVE SESSION.

OLD BUSINESS – NONE

NEW BUSINESS – RESOLUTIONS

RESOLUTION 21-11-9-1– Approving payment of invoices for the month of November.

Commissioner MacPherson motioned to approve the November invoices and seconded by Commissioner Rossell. Said motion passed unanimously.

COMMITTEE REPORTS – NONE

EXECUTIVE DIRECTOR'S REPORT –

Mr. Snyder reported the resident entrance doors were not working properly, parts have been ordered and once received, the repairs will be completed. He further reported on the CDBG funds. There are some monies remaining from 2018/2019. In 2020 no formal grant agreement was received and still waiting on notification for 2021 funds.

EXECUTIVE SESSION – NONE

COUNCIL LIAISON – NONE

PUBLIC COMMENTS –

Denise Coyne -1060 Chews Landing Rd

Q. Looking for clarification on grant monies. It was stated there are small amounts from 2018/2019. 2020 money hasn't been received because there's been no grant agreement, is this correct?

A. Yes

Q. 2018 and 2019 money left over totals \$2,857?

A. I believe that is 2018. There is a larger balance for 2019. I believe 2019 is \$9,000-\$10,000 remaining. Keep in mind that requisition submitted for repair of entrance doors but was sent back because we didn't have the payroll reports. In the process of preparing payroll reports to resubmit and that would wipe out previous years.

Q. The 2020 application was \$5,000 for carpeting, \$15,000 for vinyl floors and \$40,000 for entrance doors. The 2021 application was \$40,000 for carpet and \$35,000 for closed circuit security cameras. So, the 2020 money is supposed to be \$40,000 for entrance doors, but you only need \$13,000?

A. The money in the budget for budgetary purposes can be changed at any time. One of the problems at building is we respond to tenants' requests, for example, a dog run, but then they change their requests and want something else. Will be a budget revision for 2020 to bring it up to date with things requested by the residents. For example, now they want automatic doors on certain parts of the building, like laundry rooms. Budget is subject to be changed.

Q. I am assuming I can OPRA request for the 2018 and 2019 invoices spent for CDBG money.

A. Sure, you can do that. Not sure if it would go to us or the Township.

Q. I would assume it would go to the Township since they hold the money, correct? The CFO is the one who sends you the money when you submit the invoices, correct?

A. It may be the treasurer. We submit to whoever is handling the CDBG program. Their consultant is Triad.

Q. Mr. Snyder, at the last meeting you said you would send me the Housing Authority and LP account balances. I received the HA, but LP is still outstanding.

A. Ms. Shotmeyer responded that we would follow up.

Judy Melvin – Unit 110

Q. On October 15, maintenance guys came to inspect the shower with a level, and I have not heard anything further.

A. Waiting for quote from Gorman maintenance.

Q. Where do you suggest residents clean the wheels from their scooters or walkers? Don't understand how we are expected to clean them? There are mats from American Door Mat Limited that trap dirt and water. Perhaps they can be used to trap dirt, so it isn't brought into building.

A. The suggestion was made to wipe off wheels from devices to help combat stains on recently cleaned carpets. Will discuss solutions with management.

Alice Bailey – Unit 210

Q. The hallways are very stuffy. Is there anything that can be done about the air circulation in the building? Could the HVAC system fan be on to circulate air?

A. Will discuss with management.

Keith Gibbons – Blackwood, NJ

Q. What is the financial status of the Housing Authority? Are they in good shape with a balance of \$11,000?

A. Balance could be less if there are checks outstanding. Issue is, your Housing Authority is only one in the State, maybe even in the country, that has no source of federal funding. Housing Authorities were formed as public housing to administer Section 8 programs and we have none of those programs. Only income is a small management fee from the limited partnership.

Housing Authority doesn't even have money to do an audit because of the expense. It is surviving, but there is no money to do anything.

Q. So, is saving money, not spending frivolously best way to be in financial shape?

A. That's for everyone.

Q. On the housing to affordable program, how many have been turned on that?

A. If you are referring to the Market to Affordable program, program is temporarily suspended.

Just to be clear, the Housing Authority does not fund the Market to Affordable (MTA). None of the HA money goes to MTA. The program is paid for by the Township from the Affordable Housing Trust Fund.

Q. What is the status of Block 12301, Lot 4?

A. What property are you referring?

Q. Isn't there a sale happening for about \$872,000?

A. On hold

Q. What's holding it up?

A. No comment

MOTION TO ADJOURN – A motion to adjourn the meeting at 6:21 PM was made by Commissioner MacPherson and seconded by Commissioner Rossell. Said motion passed unanimously.

Respectfully submitted,

Adrienne M. Cutter

Dated: December 3, 2021