

RESOLUTION #21-01

**RESOLUTION AUTHORIZING THE HAGC TO COMPILE INFORMATION
IN ACCORDANCE WITH SECTION 8 MANAGEMENT ASSESSMENT
PROGRAM (SEMAP) FY 2020
AS A MANAGEMENT TOOL**

**THE HOUSING AUTHORITY OF GLOUCESTER COUNTY
SECTION 8 HOUSING CHOICE VOUCHER PROGRAM**

WHEREAS, the U.S. Dept. of Housing & Urban Development has formally mandated an annual Section 8 Management and Assessment Program (SEMAP) for each Housing Authority, administering a Section 8 Housing Choice Voucher Program, in the United States and the criteria for measuring Section 8 performance has been established by HUD under 24 CFR Part 985; and

WHEREAS, the Section 8 Management Assessment Program (SEMAP) is the primary evaluation tool the U.S. Department of Housing and Urban Development (HUD) uses to evaluate performance by each local Housing Authority administering a Section 8 Housing Choice Voucher Program; and

WHEREAS, SEMAP is an annual reporting requirement, due 60 days after the end of the fiscal year; and

WHEREAS, due to COVID-19, HUD has provided waivers, alternative requirements, extensions and technical amendments to several procedures and requirements, deemed appropriate and necessary to allow Housing Authorities to carry on with critical functions of the authority during the pandemic; and

WHEREAS, the Housing Authority of Gloucester County (HAGC) has adopted and implemented certain waivers and or alternative requirements, amending the Section 8 Administrative Plan to include all adopted and or revised waivers as authorized by HUD; and

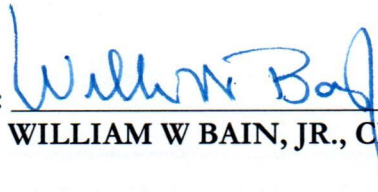
WHEREAS, per Res#2020-126, and outlined under Attachment I, Summary of Waivers, HAGC deemed to be in the best interest of the Authority to adopt Item Code 11b-2, waiving the requirement to submit an annual SEMAP certification FY2020, as outlined under 24 CFR Part 985.101, and

WHEREAS, HAGC wishes to assess the Authority's Housing Choice Vouchers administration to ensure consistency with HUD's performance criteria under SEMAP requirements, as a management tool and without the intent to submit; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County authorizes the Executive Director and/or her designee to take all necessary actions to compile and assess the information necessary to administer the Housing Choice Voucher program to ensure consistency with HUD's performance criteria under SEMAP requirements, as a management tool.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th of January 2021.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 
WILLIAM W BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: JANUARY 27, 2021

RESOLUTION #21-02

**RESOLUTION AUTHORIZING THE HAGC TO COMPILE & PREPARE
INFORMATION IN ACCORDANCE WITH SECTION 8 MANAGEMENT
ASSESSMENT PROGRAM (SEMAP) FY 2020**

AS A MANAGEMENT TOOL

THE HOUSING AUTHORITY OF THE BOROUGH OF GLASSBORO

SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

WHEREAS, the U.S. Dept. of Housing & Urban Development has formally mandated an annual Section 8 Management and Assessment Program (SEMAP) for each Housing Authority administering a Section 8 Housing Choice Voucher Program in the United States and the criteria for measuring Section 8 performance has been established by HUD under 24 CFR Part 985; and

WHEREAS, the Section 8 Management Assessment Program (SEMAP) is the primary evaluation tool the U.S. Department of Housing and Urban Development (HUD) uses to evaluate performance by each local Housing Authority administering a Section 8 Housing Choice Voucher Program; and

WHEREAS, SEMAP is an annual reporting requirement, due 60 days after the end of the fiscal year; and

WHEREAS, due to COVID-19, HUD has provided waivers, alternative requirements, extensions and technical amendments to several procedures and requirements, deemed appropriate and necessary to allow Housing Authorities to carry on with critical functions of the authority during the pandemic; and

WHEREAS, the Housing Authority of the Borough of Glassboro (GHA) has adopted and implemented certain waivers and or alternative requirements, amending their Section 8 Administrative Plan to include all adopted and or revised waivers as authorized by HUD; and

WHEREAS, per GHA's Res#2020-63, and outlined under Attachment I, Summary of Waivers, GHA deemed to be in the best interest of its Authority to adopt Item Code 11b-2, waiving the requirement to submit an annual SEMAP certification FY2020, as outlined under 24 CFR Part 985.101, and


WHEREAS, HAGC has been contracted to administer GHA's Housing Choice Voucher Program ("HCV Program") which includes but is not limited to, waiting list administration, initial tenant eligibility and rent determinations, annual and interim reexaminations, inspections, books of account, budgeting and financial reporting, and Housing and Urban Development (HUD) reporting and auditing, and such other activities as may be necessary and proper for HAGC to administer the HCV Program;

WHEREAS, GHA and HAGC wish to assess GHA's Housing Choice Vouchers administration to ensure consistency with HUD's performance criteria under SEMAP requirements, as a management tool and without the intent to submit; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County authorizes the Executive Director and/or her designee to take all necessary actions to compile and assess the information necessary to administer the Housing Choice Voucher program for the Housing Authority of the Borough of Glassboro to ensure consistency with HUD's performance criteria under SEMAP requirements, as a management tool.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th of January 2021.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 
WILLIAM W BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: JANUARY 27, 2021

RESOLUTION #21-03
RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR
FIRE AND EXTENDED COVERAGE INSURANCE FOR:
DEPTFORD PARK APARTMENTS
CARINO PARK APARTMENTS
PROJECT 204-1, SINGLE FAMILY DWELLING UNITS
NATHAN LANE AGENCY

WHEREAS, the Housing Authority of Gloucester County has need for Fire and Extended Coverage Insurance; and

WHEREAS, the Housing Authority of Gloucester County has solicited bids for Fire and Extended Coverage Insurance through public advertisement; and

WHEREAS, the Housing Authority of Gloucester County has received and reviewed the (2) two bids received; and

WHEREAS, the bid presented by Nathan Lane Agency at a premium of \$103,693.00 was found to be proper and responsive to the specifications for such services; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the bid received from Nathan Lane Agency be and is hereby accepted; and

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute a contract for Fire and Extended Coverage Insurance, in accordance with the proposal received and the bid tabulation attached hereto for the contract amount of \$103,693.00 from **March 1, 2021 to March 1, 2022**, subject to counsel review and verification; and

BE IT FURTHER RESOLVED that a brief notice stating the nature, duration, service, and amount of the contract and that this resolution and the contract are on file and available for public inspection in the office of the Executive Director and shall be published once in the Gloucester County Times pursuant to the requirements of the local Public Contracts Law.

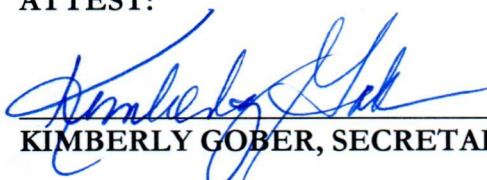
ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th of January 2021.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

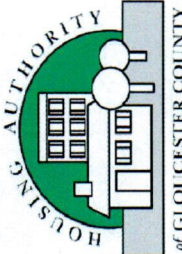
BY: 

WILLIAM W BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: JANUARY 27, 2021

 of GLOUCESTER COUNTY	Bid Tabulation Sheet Fire and Extended Insurance IFB 21-001 January, 14, 2021 at 2:00pm				Housing Authority of Gloucester County Attended by: Edward Malinak Dana Dunfee
Company	Base Bid	No.	Alternate Deducts	Comments	
NATHAN LANE AGENCY 545 GOFFLE ROAD WYCOFF NJ 07481	\$103,693.00	1		rlane@nathanlaneagency.com	
MARTIN AGENCY 500 JESSUP ROAD WEST DEPTFORD NJ 08066		1		debbie.middleton@spmartinco.com	
LEWIS CHESTER ASSOCIATES 19 SUMMIT AVENUE SUMMIT, NJ 07901		2		lstadler@lewischester.com loconnor@lewischester.com	
HAI INSURANCE GROUP PO BOX 189 189 COMMERCE COURT CHESHIRE, CT. 06410	\$99,175.00	1		msylvester@housingcenter.com	
THE BARCLAY GROUP 202 BROAD STREET RIVERTON, NJ 08077		1		dwise@barclayinsurance.com	
FAIRVIEW INSURANCE AGENCY, INC 1930 E. MARLTON PIKE SUITE 16 CHERRY HILL, NJ 08003		1		cgraham@fairviewinsurance.com	

RESOLUTION #21-04

**RESOLUTION AUTHORIZING THE IMPLEMENTATION OF
PUBLIC MEETING POLICY**

WHEREAS, the Housing Authority of Gloucester County hereby requests to adopt a Public Meeting Policy and establish standard protocols to conduct public meetings in accordance with N.J.S.A. 10:4-6, The Open Public Meetings Act (OPMA).

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the attached Public Meeting Policy is hereby adopted.

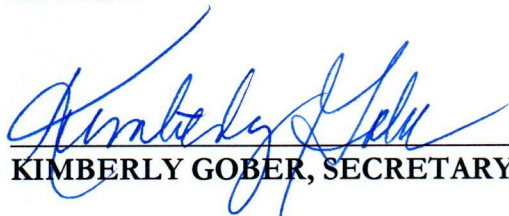
ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th of January 2021.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: JANUARY 27, 2021

HOUSING AUTHORITY OF GLOUCESTER COUNTY

PUBLIC MEETINGS POLICY

The Housing Authority of Gloucester County (“HAGC” or “Authority”) hereby adopts the following Public Meetings Procedures Policy in accordance with *N.J.S.A. 10:4-6 et seq., The Open Public Meetings Act* (OPMA). In accordance with OPMA, “Meeting” means and includes any gathering whether corporeal or by means of communication equipment, which is attended by, or open to, all of the members of a public body, held with the intent, on the part of the members of the body present, to discuss or act as a unit upon the specific public business of that body. As used herein, “Meeting” does not mean or include any such gathering (1) attended by less than an effective majority of the members of a public body, or (2) attended by or open to all the members of three or more similar public bodies at a convention or similar gathering. To the extent anything contained within this Policy is in conflict or inconsistent with requirements of Federal or State law or regulations, such shall prevail over this Policy.

The Authority maintains a separate Remote Public Meetings Procedures Policy in accordance with *N.J.A.C. 5:39-1(h), Emergency Remote Meeting Protocol for Local Public Bodies*, which applies to all remote public meetings.

I. MEETINGS OPEN TO THE PUBLIC

The public shall be invited to attend all public meetings at no cost. Notice providing the date, place, time and to the extent known, the agenda of any regular, special or rescheduled meeting of all public meetings shall published in accordance with the requirments of OPMA which shall include being: (1) prominently posted in at least one public place reserved for such or similar announcements; (2) mailed, telephoned, telegrammed, or hand delivered to at least two newspapers which newspapers shall be designated by the public body to receive such notices; and (3) filed with the clerk of the municipality or count. Where annual notices or revisions thereof in compliance with *N.J.S.A. 10:4-18* set forth the location of any meeting, no further notice shall be required for such meeting.

Subject to the limitations as specifed in OPMA, the Authority Board of Commissioners (the “Board”) shall provide the public with similar access to the public meeting as members of the Board, the Authority Staff, and any individuals seeking approval of the Board. The Board shall not exclude members of the public from attending, subject to any applicable limitations on in-person gatherings in accordance with Federal, State, and/or local laws, regulations, mandates, and/or guidelines.

II. PUBLIC PARTICIPATION

The public shall also be permitted to make public comments during the designated time on the public meeting Agenda. Public comments shall be limited to five (5) minutes per person

HOUSING AUTHORITY OF GLOUCESTER COUNTY

PUBLIC MEETINGS POLICY

III. STANDARDS OF CONDUCT

Members of the public shall address the Board only when recognized by the Board Chair or his/her designee. Members of the public shall not speak out of turn or disrupt the public meeting. Disruptive conduct includes sustained inappropriate behaviors, such as but not limited to, shouting, interruption and use of profanity. Members of the public shall abide by the time limitations imposed by the Authority.

In the event a member of the public becomes disruptive during the public meeting, the Board Chair, or his/her designee, shall warn that continued disruption may result in their being unable to make public comment when permitted, or continue to attend the public meeting.

If a member of the public persists in disturbing the public meeting after being given a warning, he/she may be removed from the public meeting or restricted in their continued ability to comment at the discretion of the Board Chair.

IV. ELECTRONIC NOTICE

The Board may also provide an electronic notice of the public meeting, the means for making public comment and where relevant documents may be made available. The aforesaid electronic notice may be posted on the Authority's website.

Where an in-person meeting has been changed to a remote public meeting, the Board shall act in accordance with the Remote Public Meetings Procedures Policy.

V. STATEMENT OF ADEQUATE NOTICE

At the commencement of every public meeting, the Board Chair, or his/her designee, shall cause to be entered into the minutes a statement to the effect that:

- 1) Adequate notice of this public meeting has been provided, specifying the time, place and manner in which such notice was provided; or
- 2) That adequate notice was not provided, in which case such announcement shall state:
 - a. the reason or reasons why the matter or matters discussed are of such urgency and importance as contemplated under *N.J.S.A. 10:4-9(b)(1)*, and the nature of the substantial harm to the public interest likely to result from a delay in the holding of the public meeting;
 - b. that the public meeting will be limited to discussion of and acting with respect to such matters of urgency and importance;
 - c. the time, place, and manner in which notice of the public meeting was provided; and

HOUSING AUTHORITY OF GLOUCESTER COUNTY

PUBLIC MEETINGS POLICY

- d. either that the need for such meeting could not reasonably have been foreseen at a time when adequate notice could have been provided, in which event, such announcement shall specify the reason why such need could not reasonably have been foreseen; or that such need could reasonably have been foreseen at a time when adequate notice could have been provided, but such notice was not provided, in which event the announcement shall specify the reason why adequate notice was not provided.

VI. EXECUTIVE OR CLOSED SESSION

- A. Upon adoption of a motion to enter into closed or executive session, the Board Chair, or his/her designee, shall temporarily excuse the attendance of all members of the public until conclusion of the closed or executive session.
- B. In accordance with *N.J.S.A. 10:4-12*, the Authority may exclude the public only during the closed or executive session during which one or more of the following are discussed.
 - 1) Any matter which, by express provision of Federal law, State statute, or rule of court shall be rendered confidential or excluded from the provisions of subsection A of this Article VII;
 - 2) Any matter in which the release of information would impair a right to receive funds from the Government of the United States;
 - 3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance, and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by an 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 an incapacitated individual, the individual's guardian) shall request in writing that the material be disclosed publicly;
 - 4) Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any pending, existing, or successor collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body;
 - 5) Any matter involving the purchase, lease, or acquisition of real property with public funds, the setting of banking rates, or investment of public funds, if it could adversely affect the public interest if discussion of the matters were disclosed;

HOUSING AUTHORITY OF GLOUCESTER COUNTY

PUBLIC MEETINGS POLICY

- 6) Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair that protection, or investigations of violations or possible violations of the law;
- 7) Any pending or anticipated litigation or contract negotiation other than in subsection B(4) of this Article VII in which the public body is, or may become, a party
- 8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion, or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that the matter or matters be discussed at a public meeting;
- 9) Any deliberations 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 or omission for which the responding party bears responsibility; or
- 10) Any matters in which the discussions between the Board, present members of the Authority, and/or professionals retained by the Authority are protected by the attorney-client privilege.

VII. MINUTES

In accordance with N.J.S.A. 10:4-14, the Authority will prepare and maintain reasonably comprehensible minutes of all its meetings showing the time and place, the members present, the subjects considered, the actions taken, the vote of each member, and any other information required to be shown in the minutes by law, which shall be promptly available to the public to the extent that making such matters public shall not be inconsistent with N.J.S.A. 10:4-12.

Minutes of each closed or executive session shall be kept separately from minutes of Regular Meetings and shall be deemed confidential. When the Authority determines that the subject matter of the closed or executive session minutes is no longer confidential, such minutes shall be released to the public upon approval by the Board. Prior to the publication or disclosure of closed or executive session minutes, portions of the minutes shall be subject to redaction based on the continued confidentiality or sensitive nature of the subject matter. Such minutes shall also be subject to redaction where the minute entries reflect attorney-client privileged communications, attorney work product, and/or attorney mental impressions.

RESOLUTION #21-05

**RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR
REPLACEMENT OF ROOF**

AT A NJ 204-1 SCATTERED SITE UNIT

W J GROSS

WHEREAS, the Housing Authority of Gloucester County has need to replace the roof of a 204-1 Scattered Site unit, located in Deptford, NJ; and

WHEREAS, the Housing Authority of Gloucester County has properly solicited quotes for such service; and

WHEREAS, the Housing Authority of Gloucester County has received and reviewed the quotes; and

WHEREAS, the lowest responsible quote for such replacement is from **WJ GROSS** in the amount of **\$13,640.00**, and is proper and responsive to the specifications;

NOW, THEREFORE, BE IT RESOLVED by the Housing Authority of Gloucester County that the contract from **WJ GROSS**, be and is hereby approved; and

IT IS FURTHER RESOLVED that the Executive Director, or her designee, be and is hereby authorized to execute a contract for a roof replacement, in accordance with the quote received and attached hereto for the contract amount of **\$13,640.00**, not to exceed **\$14,000.00**, subject to receipt of required documentation and check of references.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th of January 2021.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: William W Bain, Jr.
WILLIAM W BAIN, JR., CHAIRMAN

ATTEST:

Kimberly Gober
KIMBERLY GOBER, SECRETARY


DATED: JANUARY 27, 2021

Rev. Nov. 2015
(Previous Editions are Obsolete)

(ATTACHMENT-B)
Please Print or Type

LOCATION OF NEED	(ATTACH WRITTEN QUOTES AND APPLICABLE CATALOG SHEETS)
159 Riggins Blvd	NOTE: A MINIMUM OF 3 QUOTES ARE REQUIRED FOR PURCHASES OVER \$2,000.

# 1	VENDOR WJ Gross General				VENDOR CONTACT		TELEPHONE	
	ADDRESS 495 Center Street				CITY Sewell		ST NJ	ZIP 08080
	DATE OF QUOTE 12.15.20	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL X	VENDOR MODEL/CATALOG NO.		DATE AVAILABLE
# 2	VENDOR Starr General				VENDOR CONTACT		TELEPHONE	
	ADDRESS 3017 Delsea Dr				CITY Franklinville		ST NJ	ZIP 08322
	DATE OF QUOTE 1.8.21	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL X	VENDOR MODEL/CATALOG NO.		DATE AVAILABLE
# 3	VENDOR RGB Construction				VENDOR CONTACT		TELEPHONE	
	ADDRESS 1104 Parliament Way				CITY West Deptford		ST NJ	ZIP 08086
	DATE OF QUOTE 11.16.20	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL	VENDOR MODEL/CATALOG NO.		DATE AVAILABLE
# 4	VENDOR ECC Roofing				VENDOR CONTACT		TELEPHONE	
	ADDRESS 187 NJ 73				CITY HAMMONTON		ST NJ	ZIP 08037
	DATE OF QUOTE	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL	VENDOR MODEL/CATALOG NO.		DATE AVAILABLE

SELECTED VENDOR		REMARKS:	
1	WJ Gross General	WJ GROSS is the lowest responsive quote. STATE CONTRACT CCESC 66CCEPS FY19-01	
WAS A COST BENEFIT ANALYSIS DONE? NO <input type="checkbox"/> YES (Copy Attached) <input type="checkbox"/>		BY WHOM?	
CLASSIFICATION OF PURCHASE (IF LESS THAN 3 QUOTES ARE PROVIDED)			
<input type="checkbox"/> EMERGENCY PURCHASE <input checked="" type="checkbox"/> NJ STATE GVT CONTRACT <input type="checkbox"/> VALUE REQUIRES ONLY ONE <input type="checkbox"/> SINGLE SOURCE ITEM		OTHER: _____	
QUOTES PROCURED BY	MGMT APPROVED (if diff)	FINANCIAL OFFICER	APPROVING OFFICER SIGNATURE DATE
 11/12/1			



W.J. GROSS, INC.
GENERAL CONTRACTING

495 CENTER STREET
SEWELL, NJ 08080

VOICE 856.415.1712
FAX 856.415.1709
WWW.WJGROSS.COM

CCESC # 66CCEPS Contract # FY19-01

Construction Proposal

December 15, 2020

Project: 159 Riggins Blvd. Deptford, NJ
Roof Replacement

Client: Housing Authority of Gloucester County
100 Pop Moylan Blvd.
Deptford, NJ 08096

PROPOSAL Pursuant to your request, W. J. Gross, Inc. General Contracting (The Contractor) agrees to provide all necessary Prevailing Wage Labor, materials, equipment, supervision, and insurance, in accordance with the following scope. Quote includes Co-Op Fee to be paid by W.J. Gross, Inc.

SCOPE OF WORK

- Removal and haul away of (2) layers of old roofing system down to wood deck.
- Deck will be swept clean and inspected, any bad plywood will be replaced at \$177.00 per 4x8 sheet
- Ice and Water Shield will be installed in valleys, at eaves of roof, and any low slope areas to receive shingles.
- Ice and water shield will also be installed at all roof wall transitions (step flashing and pan flashing) and wrapped up wall 6" and onto deck 12".
- Aluminum drip edge will be installed on all perimeters of roof.
- GAF ProStart starter shingles will also be installed on entire perimeter of roof prior to shingle installation
- GAF Timberline High Definition Lifetime Shingle will be installed with (6) nails per shingle
- All pan flashing at roof wall intersections will be replaced with new and counter flashed over for a watertight seal.
- GAF Cobra shingle over ridge vent will be installed full length of ridges.
- GAF Seal-A-Ridge caps will be installed over top of ridge vent hand nailed with 2.5" roofing nails
- All pipe flashing collars will be replaced with new.
- All pipes will also have Ice and Water Shield installed around them 18" in all directions
- All shrubs and landscaping will be protected during demo and installation
- All mulch beds and adjacent areas to be raked clean and rolled with magnet to pick up loose nails. Masonry chimneys will be flashed and counter flashed.
- Includes 2 year Workmanship warranty.

QUALIFICATIONS All work to be completed during regular work hours 7:00am- 3:30pm M-F. Quote good for 30 days.

INSURANCE The Contractor shall at all times carry the following insurance coverage: Public Liability (limit \$1,000,000.) and Workers Compensation (compliant with NJSA 34:15-1 et seq.). The contractor shall also require each of it's subcontractors to carry liability insurance and Workers Compensation, or if the subcontractor is unable to carry Workers Compensation, the Contractor shall require the subcontractor to be covered under the Contractor's Worker Compensation policy. The Contractor and all subcontractors for this project shall provide certificates of insurance naming the Owner as additional insured. Quote includes Performance, Payment & Maintenance Bonds.

PAYMENT TERMS Net thirty (30) days from the date of invoice. Any invoice not paid by the due date shall be considered delinquent and shall bear interest at the rate of one and one-half percent (1-1/2%) per month on the outstanding balance. If steps need to be taken, whether by legal means or otherwise to collect any sum including interest which has become delinquent, the Owner agrees to pay all costs incurred, including any reasonable collection, attorney or court costs.

PAYMENT Base Bid.....\$13,640 (Thirteen Thousand Six Hundred Forty)

COMMERCIAL - INDUSTRIAL - BONDED

RESOLUTION #21-06

**RESOLUTION APPROVING THE DISPOSITION
AND WRITE OFF OF AN UNSERVICEABLE VEHICLE**

WHEREAS, the Housing Authority of Gloucester County (HAGC) from time to time has physical property which is no longer serviceable for public use; and

WHEREAS, the HAGC is presently in possession of a 2002 Jeep Liberty Wagon GN, VIN 1J4GL48K22W318120, Property Tag #2876; and


WHEREAS, the vehicle has outlived its usefulness to the HAGC due to mechanical issues, respective age, condition, mileage, reliability and safety status; and

WHEREAS, it is desirable for HAGC to dispose of this vehicle in accordance with the Disposition Policy.


NOW, THEREFORE, BE IT RESOLVED by the Housing Authority of Gloucester County, that the vehicle identified herein be declared to be unserviceable and may be disposed of in accordance with the Disposition Policy.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th of January 2021.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 
WILLIAM W BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: JANUARY 27, 2021

TABLED

RESOLUTION #21-07

RESOLUTION AUTHORIZING EXECUTIVE SESSION IN ORDER
TO DISCUSS MATTERS FALLING UNDER EXEPTIONS
TO THE OPEN PUBLIC MEETINGS ACT

WHEREAS, While the Sen. Byron M. Baer Open Public Meetings Act (OPRA, NJSA 10:4-6et seq.) requires all meetings of the Housing Authority of Gloucester County 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 Housing Authority of Gloucester County 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 January 27, 2021 at 4:30 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 stature 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 Housing Authority of Gloucester County 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 Housing Authority of Gloucester County will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Secretary 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 discussed.

BE IT FURTHER RESOLVED that the Secretary, on the next business day following this meeting, 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 HOUSING AUTHORITY OF GLOUCESTER COUNTY AT ITS PUBLIC MEETING HELD ON JANUARY 27, 2021.

ADOPTED at a regular meeting of the Housing Authority of Gloucester County, held on the 27th day of January 2021.

THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: _____
WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

KIMBERLY GOBER, SECRETARY

DATE: JANUARY 27, 2021