



100 POP MOYLAN BLD
DEPTFORD NJ 08096
PHONE: 856-845-4959
FAX: 856-384-9044

ADMINISTRATION

MEMO

NO. 15-20

TO:

Kimberly Gober, Deputy Director
Christopher Grupico, Finance Director
Wayne Fisher, AHO Director
Ed Malinak, Purchaser
Paul Letizia, Facilities Manager
Elida Ortiz, Human Resource Manager

FROM:

Samuel V Hudman

SUBJECT:

RESOLUTIONS ADOPTED AT THE ANNUAL BOARD OF COMMISSIONER MEETING ON OCTOBER 28TH, 2015

DATE :

NOVEMBER 09, 2015

15-71	CONSIDER RESOLUTION AUTHORIZING APPROVING HAGC BUDGET
15-72	CONSIDER RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR TESTING OF FIRE ALARMS & SPRINKLER SYSTEMS FOR CARINO PARK APARTMENTS
15-73	CONSIDER RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR TESTING OF FIRE ALARMS & SPRINKLER SYSTEMS FOR DEPTFORD PARK APARTMENTS
15-74	CONSIDER RESOLUTION AUTHORIZING EXECUTIVE SESSION

RESOLUTION NO 15-71
RESOLUTION APPROVING

HOUSING AUTHORITY OF GLOUCESTER COUNTY BUDGET

FISCAL YEAR: FROM JANUARY 1, 2016 TO DECEMBER 31, 2016

WHEREAS, the Annual Budget and Capital Budget for the Housing Authority of Gloucester County for the fiscal year period beginning January 1, 2016 and ending December 31, 2016 has been presented before the Members of the Housing Authority of Gloucester County at its open public meeting of October 28, 2015; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of **\$21,046,400.00** . Total Appropriations, including any Accumulated Deficit if any, of **\$ 21,559,500.00** and Total Unrestricted Net Position utilized of **\$512,100.00; and**

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of **\$ 360,710.00**, and Total Unrestricted Net Position planned to be utilized as funding thereof, of **\$ 0** ; and

WHEREAS, the schedules of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the renewal and replacement reserve or other means provided by law.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County at a meeting held on October 28, 2015 that the Annual Budget, including all related Schedules, and the Capital Budget/Program of the Housing Authority of Gloucester County for the fiscal year period beginning January 1, 2016 and ending December 31, 2016, is hereby approved; and

BE IT FURTHER RESOLVED that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

IT IS FURTHER RESOLVED that the Board of Commissioners of the Housing Authority of Gloucester County will consider the Annual Budget and Capital Budget for adoption on December 21st, 2015.

ADOPTED at a regular Meeting of the Housing Authority
of Gloucester County, held on the 28th day of October, 2015.

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

ATTEST: Samuel V. Hudman
SAMUEL V. HUDMAN, SECRETARY

GOVERNING BODY RECORDED VOTE

<u>MEMBER</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
WILLIAM W. BAIN, JR.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DANIEL B. REED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
SCOTT H. KINTZING	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BRENDEN GAROZZO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
BETTY JANE PURNELL	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FRANK SMITH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

RESOLUTION NO 15- 72

RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR
TESTING OF FIRE ALARM & SPRINKLER SYSTEMS
CARINO PARK APARTMENTS

WHEREAS, the Housing Authority of Gloucester County has need for the Testing of Fire Alarm & Sprinkler Systems at Carino Park Apartments, 100 Chestnut Street, Williamstown, NJ; and

WHEREAS, the Housing Authority of Gloucester County has solicited bids for Testing of Fire Alarm & Sprinkler Systems services through public advertisement; and

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

WHEREAS, the lowest responsible bid for such services is with the following, **DCD FIRE AND SECURITY**, at the cost of **\$1325.00**, and is proper and responsive to the specifications;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the contract with **DCD FIRE AND SECURITY**, for Carino Park Apartments, be and is hereby approved; and

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute a contract for the Testing of Fire Alarm & Sprinkler Systems, in accordance with the bid received and the bid tabulation attached hereto for the contract amount of **\$ 1325.00**, for Carino Park Apartments subject to receipt of required documentation and check of references.

ADOPTED at a Meeting of the Housing Authority of Gloucester County, held on the 28TH DAY OF OCTOBER, 2015.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:


WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


SAMUEL V. HUDMAN, SECRETARY

DATED: OCTOBER 28TH, 2015



**FIRE & ALARM
PROPOSAL TABULATION SHEET
CARINO PARK**

PRESENT:

See Sheet
in Sheet

PROPOSAL OPENING: THURSDAY, OCTOBER 8, 2015 @ 2:00 P.M.
AT NANCY J. ELKIS, 100 POP MOYLAN, BOULEVARD, DEPTFORD, NEW JERSEY 08096

15-048

BIDDER	DATE	AMOUNT OF PROPOSAL	COMMENTS
AFFORDABLE			
ANACONDA PROTECTIVE CONCEPTS 210 Executive Drive, Suite 6 Newark, DE 19702 302-834-1125 Dave Shinn			
DCD FIRE & SECURITY INC. 112 Heatherton Road Woolwich, NJ 08085		\$ 1,325.00	
ELITE			
OLIVER FIRE PROTECTION & SECURITY 501 Feheley Drive King of Prussia, PA 19406 610-277-1331 x317 Michael Knodl		\$ 3,020.00	
WAYMAN 403 Meco Drive Wilmington, DE 19804 800-999-1134		\$ 1,552.00	

RESOLUTION NO 15-73

RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR
TESTING OF FIRE ALARM & SPRINKLER SYSTEMS
DEPTFORD PARK APARTMENTS

WHEREAS, the Housing Authority of Gloucester County has need for the Testing of Fire Alarm & Sprinkler Systems at Deptford Park Apartments, 120 Pop Moylan Blvd., Deptford, NJ; and

WHEREAS, the Housing Authority of Gloucester County has solicited bids for Testing of Fire Alarm & Sprinkler Systems services through public advertisement; and

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

WHEREAS, the lowest responsible bid for such services is with the following, **DCD FIRE AND SECURITY** at the cost of **\$1200.00** and is proper and responsive to the specifications;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the contract with **DCD FIRE AND SECURITY** be and is hereby approved; and

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute a contract for the Testing of Fire Alarm & Sprinkler Systems, in accordance with the bid received and the bid tabulation attached hereto for the contract amount of **\$1200.00** for Deptford Park Apartments subject to receipt of required documentation and check of references.

ADOPTED at a Meeting of the Housing Authority of Gloucester County, held on the 28TH OF OCTOBER, 2015.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

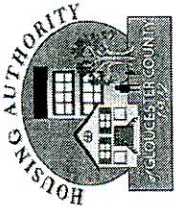
BY:


WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


SAMUEL V. HUDMAN, SECRETARY

DATED: OCTOBER 28TH, 2015



**FIRE & ALARM
PROPOSAL TABULATION SHEET
DEPTFORD PARK**

PRESENT:

*See Sign
in Sheet*

PROPOSAL OPENING: THURSDAY, OCTOBER 8, 2015 @ 2:00 P.M.
AT NANCY J. ELKIS, 100 POP MOYLAN, BOULEVARD, DEPTFORD, NEW JERSEY 08096

15-049

BIDDER	DATE	AMOUNT OF PROPOSAL	COMMENTS
AFFORDABLE			
ANACONDA PROTECTIVE CONCEPTS 210 Executive Drive, Suite 6 Newark, DE 19702 302-834-1125 Dave Shinn			
DCD FIRE & SECURITY INC. 112 Heatherton Road Woolwich, NJ 08085		\$ 1,200.00	
ELITE			
OLIVER FIRE PROTECTION & SECURITY 501 Fehleley Drive King of Prussia, PA 19406 610-277-1331 x317 Michael Knodl		\$ 2,980.00	
WAYMAN 403 Meco Drive Wilmington, DE 19804 800-999-1134		\$ 1,450.00	

RESOLUTION NO 15-74

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 October 28th, 2015 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 EXECUTIVE DIRECTOR SAM HUDMAN RETIRING,
BEING REPLACED BY DEPUTY EXECUTIVE DIRECTOR
KIM GOBER
- 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.

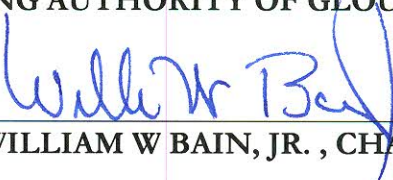
BE IT FURTHER RESOLVED that the Secretary, on the next business day following this , shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by NJSA 47:1A-1 et seq.

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 IT'S PUBLIC MEETING HELD ON October 28th, 2015.

ADOPTED at the Regular Meeting of the Board of Commissioners held on the 28th day of October, 2015.

THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:



WILLIAM W BAIN, JR. , CHAIRMAN

ATTEST:



SAMUEL V. HUDMAN, EXECUTIVE DIRECTOR

DATED: OCTOBER 28TH, 2015