

RESOLUTION #22-11

**RESOLUTION RATIFYING THE ADOPTION OF THE
CALCULATION OF OPERATING**

SUBSIDY FOR FISCAL YEAR ENDING 12/31/2022

THE PUBLIC HOUSING OPERATING BUDGET

WHEREAS, the Public Housing Operating Fund program supports the operation of 262 units of public housing for the Housing Authority of Gloucester County, contributing to the long-term viability and preservation of the non-profit; and

WHEREAS, the Housing Authority of Gloucester County has received from the United States Department of Housing and Urban Development a funding commitment for FY 2022, under Operating Fund Projects NJ204000001, NJ204000003, and NJ204000004; and

WHEREAS, nearly 80 percent the families served by the program are elderly and/or disabled households on a fixed income; and

WHEREAS, the Executive Director has signed and submitted the Budget and related documents FY 2022 to the Department of HUD to meet the February 14th, 2022 deadline.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County, that the Operating Fund Calculation of Operating Subsidy for projects NJ204000001, NJ204000003, and NJ204000004, as attached hereto, is hereby approved; and

IT IS FURTHER RESOLVED that the Budget and related documents FY 2022, submitted by the Executive Director to the Department of HUD are hereby acknowledged and ratified.

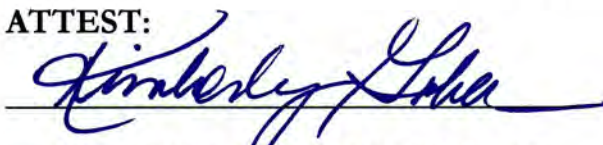
ADOPTED at a Meeting of the Housing Authority of Gloucester County, held on the 23rd day of February 2021.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:



KIMBERLY GOBER, SECRETARY

DATED: FEBRUARY 23, 2022

RESOLUTION #22-12

**RESOLUTION AUTHORIZING REVISIONS
TO THE SECTION 8 ADMINISTRATIVE PLAN
SUBSIDY STANDARDS**

WHEREAS, the Housing Authority of Gloucester County (HAGC) wishes to amend the Subsidy Standards that determine the appropriate unit size for a family in the Section 8 Housing Choice Voucher program, contained under the Section 8 Administrative Plan Policy, as attached; and

WHEREAS, HUD allows HAs to assign a larger Subsidy Standards, provided that the unit size meets the smallest bedrooms needed to house the family without overcrowding and is in compliance with HQS space requirements according to 24 CFR 982.402(b)(1) & (2); and

WHEREAS, the HAGC believes a larger Subsidy Standard will allow participants greater flexibility in unit selection and reduce undue burdens when families must select units larger than the currently assigned subsidy standards due to low housing stock.

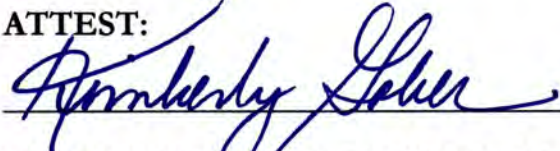
NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners authorizes the Executive Director, or her designee, to amend the Subsidy Standards that determine the appropriate unit size for a family in the Section 8 Housing Choice Voucher program, contained under the Section 8 Administrative Plan Policy, as attached.

ADOPTED at a Meeting of the Housing Authority of Gloucester County, held on the 23rd day of February 2022.

**HOUSING AUTHORITY OF GLOUCESTER
COUNTY**

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

KIMBERLY GOBER, SECRETARY

DATED: FEBRUARY 23, 2022

Section 7.03 Subsidy Standards

The subsidy standard is the criteria established by the Authority for determining the appropriate number of bedrooms and amount of subsidy for families of different sizes and compositions. Requirements: The subsidy standard must provide for the smallest number of bedrooms needed to house the family without overcrowding, must comply with HQS space requirements, and must be applied consistently for all families of the same size and composition. The Authority will apply the following subsidy standards:

Voucher Size	Household Size
0-bedroom:	1
1-bedroom:	1-2
2-bedroom	2-4
3-bedroom	4-6
4-bedroom	6-8
5-bedroom	8-10
6-bedroom	10-12

The Authority will assign one bedroom for each two persons within the household, except in the following circumstances:

- Persons of opposite sex (other than spouses/domestic partners/persons residing together as a couple, and children under 6) will be allocated separate bedrooms.
 - Live-in aides will be allocated a separate bedroom, no additional bedrooms are provided for the live-in aide's family.
 - Single person families will be allocated one bedroom.
 - A single pregnant woman with no other family members must be treated as a two-person family.
 - Adults of different generations (defined as at least 18 years difference) will be allocated separate bedrooms.
 - Adults (age 18 years or above) and children will not be required to share a bedroom.
 - Foster adults and children will not be required to share a bedroom with a family member.
- (a) Exceptions: The Authority will consider requests for an exception to the subsidy standards on a case-by-case basis. The family must request an exception to the subsidy standards in writing. The request should explain the reason for the request and how a larger/smaller unit would improve the current circumstances of the household. The Authority may grant an exception from the established subsidy standards if it is determined that an exception is justified because of the age, sex, health, handicap, or relationship of household members or other personal circumstances. However, for a single person, other than a disabled or elderly person or remaining family member, the exception may not override the limitation that family unit size for any family consisting of a single person must be either a zero or one-bedroom unit.
- (b) Live in Aides: A live-in aide is defined as a person approved by the Authority who resides in the unit to care for a "family member" who is disabled or at least 50 years of age and who: (1) Is determined to be essential to the care and well-being of the person(s); (2) Is not obligated for support of the person(s); and (3) Who would not be living in the unit except to provide

necessary support services. All requests for Live-in aides shall be treated in accordance with the Authority's Live-in Aide Policy, attached. A health care provider must document the need for a live-in aide. Accordingly, the Authority will seek a "Verification of Need for Live-In Aide" from a health care provider. Live-in aides will be verified at intake and during the participant's reexamination so long as a live-in aide is needed.

Once the participant is determined to be eligible for a live-in aide, the Authority will determine whether the specific individual identified by the family as an aide is eligible by conducting a background /criminal check. The Authority may disapprove a particular person as a live-in aide if s/he has: (1) committed fraud, bribery or any other corrupt or criminal act in connection with any federal housing program; (2) committed drug-related criminal activity or violent criminal activity; or (3) currently owes rent or other amounts to the PHA or to another PHA in connection with Section 8 or public housing assistance under the 1937 Act.

Once the particular aide is deemed eligible, the Authority will require the participant to complete a live-in aide certification form.

In the event of moves, termination or death of the participant, Live-in aides will not be considered as a remaining member of the tenant family. Occasional, intermittent, multiple, or rotating care givers typically do not meet the definition of a live-in aide. A live-in aide must reside with a family permanently for the family unit size to be adjusted in accordance with the subsidy standards.

RESOLUTION #22-13
RESOLUTION REJECTING BIDS FOR
FIRE AND EXTENDED COVERAGE INSURANCE FOR:
DEPTFORD PARK APARTMENTS
CARINO PARK APARTMENTS
PROJECT 204-1, SINGLE FAMILY DWELLING UNITS
MARCH 1, 2022 TO MARCH 1, 2023

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

WHEREAS, on 01/07/2022 the HAGC solicited bids for Fire and Extended Coverage Insurance through public advertisement; and

WHEREAS, the bids received were determined to be non-responsive to the specifications provided and/or in excess of the Independent Cost Estimate (ICE), per RES #22-03; and

WHEREAS, on 02/18/2022 the HAGC again solicited bids for Fire and Extended Coverage Insurance through public advertisement; and

WHEREAS, the bids received were determined to be non-responsive to the specifications provided and/or in excess of the Independent Cost Estimate (ICE)

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the bids received, be and are hereby rejected.

BE IT FURTHER RESOLVED that a brief notice stating the nature of the rejection and this resolution are on file and available for public inspection in the office of the Executive Director and shall be published once in the South Jersey 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 23rd of February 2022.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: _____

WILLIAM W BAIN, JR., CHAIRMAN

ATTEST:

KIMBERLY GOBER, SECRETARY

DATED: FEBRUARY 23, 2022

RESOLUTION #2022-14

**RESOLUTION TO ACCEPT MEMBERSHIP IN THE
NEW JERSEY PUBLIC HOUSING AUTHORITY
JOINT INSURANCE FUND**

WHEREAS, Public Housing Authorities in the State of New Jersey are permitted to join together to form a Joint Insurance Fund as permitted by N.J.S.A. 40A:10-36 et. seq.; and

WHEREAS, the statutes regulating the creation and establishment of a Joint Insurance Fund contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such fund; and

WHEREAS, the governing body of the Housing Authority of Gloucester County has determined that membership in the Joint Insurance Fund is in the best interest of the Authority.

NOW THEREFORE, BE IT RESOLVED, that the governing body of the Housing Authority of Gloucester County does hereby resolve and agree to accept membership in the NJPHA Joint Insurance Fund, effective March 1, 2022, to expire on December 31, 2024 for the purpose of establishing the following types of coverage:

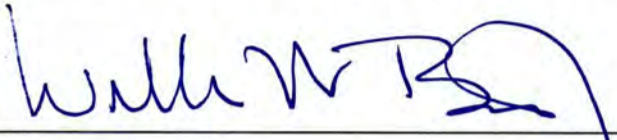
1. Workers' Compensation and Employer's Liability;
2. Liability, other than motor vehicle;
3. Property Damage, other than motor vehicle;
4. Motor Vehicle.
5. Public Officials Liability/Employment Practices Liability

BE IT FURTHER RESOLVED that the Executive Director is authorized to execute the application for membership and the accompanying certification on behalf of the Authority; and

BE IT FURTHER RESOLVED that the governing body is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying their membership in the FUND as are required by the FUND'S Bylaws and to deliver same to the Administrator of the FUND with the express reservation that said document shall become effective only upon the applicant's admission to the FUND following approval by the FUND, passage by the Authority of a Resolution Accepting Assessment and approval by the New Jersey Department of Insurance and the Department of Community Affairs.


ADOPTED at a Meeting of the Housing Authority of Gloucester County,
held on the 23rd day of February 2022.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:  _____

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

 _____

KIMBERLY GOBER, SECRETARY

DATED: FEBRUARY 23, 2022

INDEMNITY AND TRUST AGREEMENT
FOR THE
NEW JERSEY PUBLIC HOUSING AUTHORITY
JOINT INSURANCE FUND

THIS AGREEMENT, made this 23rd day of 2022, in the County of Gloucester, State of New Jersey, By and Between, New Jersey Public Housing Authority Joint Insurance Fund referred to as: "**FUND**," and the governing body of the Housing Authority of Gloucester County, a duly constituted public housing authority hereinafter referred to as "**Authority**."

WITNESSETH:

WHEREAS, several Authorities have collectively formed a Joint Insurance Fund as authorized pursuant to NJSA 40A:10-36 et seq., and the administrative regulations promulgated pursuant thereto; and

WHEREAS, the Authority has agreed to continue to be a member of the FUND in accordance with the Bylaws of the FUND and in consideration of such obligations shall share in the benefits derived by the membership of the FUND;

NOW THEREFORE, it is agreed as follows:

1. The Authority accepts the FUND's Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of the said Bylaws and the pertinent statutes and Administrative Regulations pertaining to same.
2. The Authority agrees to participate in the FUND with respect to the types of insurance listed in their Resolution authorizing their application to the Fund.
3. The Authority agrees to remain a member of the FUND for a period, the commencement of which shall begin on March 1, 2022, and expire on December 31, 2024.
4. The Authority certifies that it has never defaulted any claims if self-insured and has not been canceled for non-payment of insurance premiums for a period of at least two years prior to the date hereof.
5. In consideration of membership in the FUND, the Authority agrees that it shall jointly and severally assume and discharge the liability of each and every member of the FUND, all of whom as a condition of membership in the FUND shall execute a verbatim counterpart of this agreement and by execution hereof the full faith and credit of the Authority is pledged to the punctual payments of any sums which shall become due to the FUND in accordance with the Bylaws thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the Authority for claims and expenses that are not covered by the FUND, or for that portion of any claim or liability within the individual Authority retained limit or in an amount which exceeds the FUND's limit of liability.

6. If the FUND in the enforcement of any part of this Agreement shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Authority agrees to reimburse the FUND for all such reasonable expenses, fees, and costs on demand.
7. The Authority and the FUND agree that the FUND shall hold all monies in excess of the individual Authority retained loss fund paid by the Authority to the FUND as fiduciaries for the benefit of FUND claimants all in accordance with N.J.A.C. 11:15-2.1 et seq.
8. The FUND shall establish separate Trust Accounts for each of the following categories of risk and liability:
 1. Workers' Compensation and Employer's Liability;
 2. Liability, other than motor vehicle;
 3. Property Damage, other than motor vehicle;
 4. Motor Vehicle.
 5. Public Officials Liability/Employment Practices Liability


The FUND shall maintain Trust Accounts aforementioned in accordance with NJSA 40A:10-36 et seq., and such other statutes as may be applicable. More specifically, each of the aforementioned separate Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and excess insurance of reinsurance premiums for each such risk or liability or as "surplus" as such term is defined by NJAC 11:15-2.2.

9. Each **Authority** being a member of the Fund shall be obligated to execute this Agreement.

Housing Authority of Gloucester County
Housing Authority Name

February 23, 2022
Date

Kimberly Gober
Authorized Signature - Print


Authorized Signature - Sign

Nelly Rojas
Attest

Member – Do Not Sign below

NJ Public Housing Authority Joint Insurance Fund

By: _____
Chairman

Attest: _____

Date: _____

RESOLUTION #21-15

**RESOLUTION EXTENDING THE SELF-INSURED GROUP
HEALTH CARE BENEFIT PLAN FOR ELIGIBLE HAGC EMPLOYEES,
THEIR ELIGIBLE DEPENDENTS, & OTHER ELIGIBLE PERSONS
HARDENBERGH INSURANCE**

WHEREAS, the Housing Authority of Gloucester County (HAGC) established a Self-Insured Health Care Benefit Plan in 2013 to provide health care coverage for eligible employees and other eligible persons; and

WHEREAS, the HAGC is the Plan Administrator, and the Insurance Broker of this health care benefit plan is Hardenbergh Insurance Group, and the Insurance Administrators of America (IAA) is the Administrator of the Health Benefits Plan; and

WHEREAS, the result of the HAGC moving from the NJ State Health Plan to a Self-Insured Health Care Benefits Plan has resulted in a cost savings as projected; and

WHEREAS, the Self-Insured Health Care Plan agreement is due to expire on April 30, 2022; and

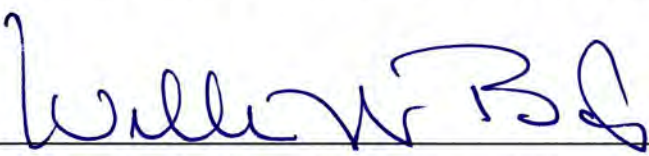
THEREFORE, the HAGC wishes to continue the benefits under the Self-Insured Health Care Benefit Plan to provide health care coverage for all eligible employees and other eligible persons with Hardenbergh Insurance Group; and

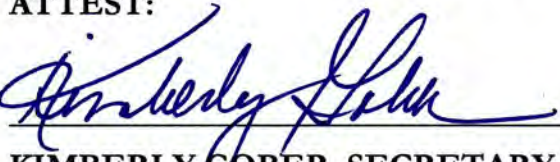
NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County, that it hereby approves the extension of the Self-Insured Group Health Care Benefit Plan with Hardenbergh Insurance Group for all eligible employees and other eligible persons subject to negotiation of an agreement by the Executive Director; and

BE IT ALSO RESOLVED, that the HAGC Board of Commissioners reserves the right, at any time and for any reason or no reason at all, to change, amend, interpret, modify, withdraw or add benefits to terminate this Plan or the Wellness Program, which is included, in whole or in part and in its sole discretion, without prior notice to or approval by eligible employees, their eligible dependents, and other eligible persons, unless such coverage or benefit are otherwise required by Federal or State law or regulation.

ADOPTED at a Meeting of the Housing Authority of Gloucester County, held on the 23rd day of February 2022.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 
WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

KIMBERLY GOBER, SECRETARY

DATED: FEBRUARY 23, 2022

TABLED

RESOLUTION #22-16

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 February 23, 2022, 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 FEBRUARY 23, 2022.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 23rd of February 2022.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: _____
WILLIAM W BAIN, JR., CHAIRMAN

ATTEST:

KIMBERLY GOBER, SECRETARY
DATED: FEBRUARY 23, 2022