



HOUSING AUTHORITY OF THE CITY OF SALEM

205 Seventh Street, Salem, NJ 08079

Telephone: (856) 935-5022 Fax: (856) 935-5290

Web Site: salemhousingnj.org

A REGULAR MEETING OF THE HOUSING AUTHORITY OF THE CITY OF SALEM

July 20, 2023

- I. A regular meeting of the Housing Authority of the City of Salem (SHA) Board of Commissioners was held on Thursday, July 20, 2023, at the Broadway Towers Community Room, 205 Seventh Street, Salem, NJ. The meeting was convened at 6:10 p.m. Adam Telsey, Solicitor, Board of Commissioners read the sunshine notification indicating the Sunshine Law had been met, properly posted, and advertised.
- II. **Roll Call:** Attorney Telsey announced the roll call. Present were Chairwoman Annalisa Moritz, Vice Chairman Akmad Nichols, Commissioner Kiersten Westley-Henson, and Commissioner Joyce Lewis. Also present were Adam Telsey, Solicitor, Board of Commissioners, Karen M. Upshaw, Interim Executive Director, Ralph Polcari, Fee Accountant, Laurie Frisby, Assistant Property Manager, and members of the public.
- III. **Correspondence/Report of Interim Executive Director:** Interim Executive Director Upshaw stated she prepared a memorandum that was made a part of the Commissioners Board Packet. She informed the Board of Commissioners an Emergency Security and Safety Grant (known as ESSG) was submitted to HUD for the cost and installation of the cameras on June 28, 2023. She mentioned the Audit was completed and the notification was submitted to the local newspaper; and all required parties were submitted a copy of the Audit; i.e., HUD, NJ DCA, and the Bank of New York.
Our web site is now hosted by South Jersey Web Design as of July 13, 2023. We made a few changes to ensure the public knows we are The Housing Authority of the City of Salem. There is a Resolution on the agenda for to enter into an agreement with Atlantic Electric for Three Phase Commercial electrical as recommended by G.E. Mechanical, the company replacing our pumps at Anderson Drive. There is currently one phase electrical which means everything is using a single phase of electricity. That is more stress on the pumps and all our electrical items. Three phase will be a lesser strain and a potential for savings. The cost is \$6,610.00.
In addition, Interim Executive Director Upshaw stated all incidences that occurred at the properties is within the Commissioners Board Packet.
- IV. **Public Comments/Questions:** Ralph Polcari, Fee Accountant was present via conference call and explained the following: format of the budget, financial section, budget surplus, rental revenues and subsidies, expenses, salaries, utilities, maintenance operations, capital budget/projects, and capital funds.
- V. **Report of Interim Executive Director:** The Report was part of Correspondence.
- VI. **Resolutions for Consideration:**

Resolution No. 7 of 2023

Resolution Approving an Agreement for Trash Hauling Services

Roll Call Vote:

Motion: Chairwoman Moritz

Second: Commissioner Henson

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Chairwoman Moritz	X		X			
Commissioner Nichols			X			
Commissioner Henson		X	X			
Commissioner Lewis			X			

Resolution No. 35 of 2023

Resolution Appointing An Executive Director Contingent Upon Review and Approval of the NJDCA

Roll Call Vote:

Motion: Chairwoman Moritz

Second: Commissioner Henson

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Chairwoman Moritz	X		X			
Commissioner Nichols			X			
Commissioner Henson		X	X			
Commissioner Lewis			X			

Resolution No. 36 of 2023

Resolution Authorizing An Agreement with Atlantic City Electric for Three Phase Commercial Service at the Anderson Drive Development

Roll Call Vote:

Motion: Chairwoman Moritz

Second: Commissioner Lewis

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Chairwoman Moritz	X		X			
Commissioner Nichols			X			
Commissioner Henson			X			
Commissioner Lewis		X	X			

Resolution No. 37 of 2023

Resolution Approving the 2023-2024 Budget

Roll Call Vote:

Motion: Chairwoman Moritz

Second: Commissioner Henson

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Chairwoman Moritz	X		X			
Commissioner Nichols			X			
Commissioner Henson		X	X			
Commissioner Lewis			X			

Resolution No. 38 of 2023

Resolution Approving the Payment of Bills

Roll Call Vote:

Motion: Chairwoman Moritz

Second: Commissioner Nichols

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Chairwoman Moritz	X		X			
Commissioner Nichols		X	X			
Commissioner Henson			X			
Commissioner Lewis			X			

- VII. **Old Business:** Chairwoman Moritz requested that all Board Members that are not active be sent a letter. Attorney Telsey is handling the matter.
- VIII. **New Business:** None.
- IX. **Adjournment:** A motion to adjourn was made at 6:37 p.m.

Roll Call Vote:

Motion: Chairwoman Moritz

Second: Commissioner Lewis

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Chairwoman Moritz	X		X			
Commissioner Nichols			X			
Commissioner Henson			X			
Commissioner Lewis		X	X			