

The Housing Authority of the City of Salem

Resolution No. 42 of 2023

Resolution Authorizing Executive Session

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12b permits a public body to go into a closed session during a public meeting to discuss certain matters as follows:

- (1) *Matters Required by law to be confidential*: Any matter which by express provision of the Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.
- (2) Any matter in which the release of information would impair the right to receive federal funding.
- (3) *Matters involving individual privacy*: Any matter, the disclosure of which constitutes an unwarranted invasion of individual privacy such as records, data, reports, recommendations or other personal material of any education, 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 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 .
- (4) *Matters pertaining to a collective bargaining agreement*: Any matter involving a collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.
- (5) *Matters relating to the purchase, lease acquisition of real property or investment of public funds*: Any matter involving the lease, purchase or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.
- (6) *Matters of public protection*: Any tactic and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection.
- (7) *Matters relating to litigation, negotiations and attorney-client privilege*: Any matter of pending or anticipated litigation or contract negotiation other than in (4) above in which the Borough is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required for the attorney to exercise ethical duties as a lawyer.
- (8) *Matters relating to the employment relationship*: 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 of the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public.
- (9) *Deliberations after public hearing*. Deliberations by the Borough occurring after a public hearing that may result in a civil penalty or the suspension or loss of a license or permit of a responding party; and

WHEREAS, the Housing Authority of the City of Salem (“SHA”) Board of Commissioners (BOC) has determined that it is necessary to go into a closed session to discuss certain matters relating to the items as permitted by N.J.S.A. 10:4-12b

NOW, THEREFORE BE IT RESOLVED that the SHA BOC shall go into closed session to discuss the following, in accordance with the aforesaid provisions of the Open Public Meetings Act, after which it will reconvene in the public:

1. Personnel matters pertaining to current and a former employee.

BE IT FURTHER RESOLVED, that the minutes of the closed session will be made available to the public when the need for privacy no longer exists.

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

The Housing Authority of the City of Salem

Resolution No. 43 of 2023

Resolution Authorizing the Executive Director to Execute an Agreement for Plumbing Services with JJM Plumbing Company

WHEREAS, the Housing Authority of the City of Salem (“SHA”) advertised for Plumbing Services pursuant to New Jersey Public Contracts Law; and,

WHEREAS, pursuant to the N.J.S.A 40A-11-1 et. seq. said services were advertised within the local newspaper; and,

WHEREAS, one (1) bid was received from JJM Plumbing Company with a response time of two (2) hours; and,

WHEREAS, the hourly rates are as follows:

1. \$125.00 per hour for calendar year 2023-2024;
2. \$130.00 per hour for calendar year 2024-2025;
3. \$135.00 per hour for calendar year 2025-2026; and,

WHEREAS, pursuant to N.J.S.A. 40 A11-1 et seg., SHA has sixty (60) days to make an award; and,

WHEREAS, the recommendation is to award the plumbing services to JJM Plumbing Company.

NOW THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF SALEM THAT:

1. One (1) bid was received from JJM Plumbing Company.
2. The Executive Director is hereby authorized to execute a service contract with JJM Plumbing Company as well as any other documentation required for this contract, on behalf of the SHA.

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

The Housing Authority of the City of Salem

Resolution No. 44 of 2023

Resolution Authorizing the Executive Director to Execute an Agreement for Electrical Services with Northeast Electrical Services, LLC

WHEREAS, the Housing Authority of the City of Salem (“SHA”) advertised and received two (2) bids under the New Jersey Public Contracts Law; and,

WHEREAS, pursuant to the N.J.S.A 40A-11-1 et. seq. said services were advertised within the local newspaper; and,

WHEREAS, a bid received was from Northeast Electrical Services, LLC was the lowest responsive bidder with a response time of thirty (30) minutes; and,

WHEREAS, the hourly rates are as follows:

1. \$109.00 per hour for calendar year 2023-2024;
2. \$113.00 per hour for calendar year 2024-2025;
3. \$117.00 per hour for calendar year 2025-2026; and,

WHEREAS, pursuant to N.J.S.A. 40 A11-1 et seg., SHA has sixty (60) days to make an award; and,

WHEREAS, the recommendation is to award the electrical services to Northeast Electrical Services, LLC.

NOW THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF SALEM THAT:

1. Northeast Electrical Services, LLC was the lowest responsive bidder.
2. The Executive Director is hereby authorized to execute a service contract with Northeast Electrical Services, LLC, as well as any other documentation required for this contract, on behalf of the SHA.

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

The Housing Authority of the City of Salem

Resolution No. 45 of 2023

Resolution Authorizing the Executive Director to Execute an Agreement for HVAC Services with Mack Mechanical, LLC

WHEREAS, the Housing Authority of the City of Salem (“SHA”) advertised for HVAC Services under the New Jersey Public Contracts Law; and,

WHEREAS, pursuant to the N.J.S.A 40A-11-1 et. seq. said services were advertised within the local newspaper; and,

WHEREAS, one (1) bid was received from Mack Mechanical, LLC with a response time of one (1) hour; and,

WHEREAS, the hourly rates are as follows:

1. \$88.00 per hour for calendar year 2023-2024;
2. \$88.00 per hour for calendar year 2024-2025;
3. \$88.00 per hour for calendar year 2025-2026; and,

WHEREAS, pursuant to N.J.S.A. 40 A11-1 et seg., SHA has sixty (60) days to make an award; and,

WHEREAS, the recommendation is to award the plumbing services to Mack Mechanical, LLC.

NOW THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF SALEM THAT:

1. One (1) bid was received from Mack Mechanical, LLC.
2. The Executive Director is hereby authorized to execute a service contract with Mack Mechanical, LLC, as well as any other documentation required for this contract, on behalf of the SHA.

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

The Housing Authority of the City of Salem

Resolution No. 46 of 2023

**Resolution Authorizing Renewal of Membership
In the
New Jersey Public Housing Authority Joint Insurance Fund**

WHEREAS, the Housing Authority of the City of Salem is a member of the New Jersey Public Housing Authority Joint Insurance Fund; and,

WHEREAS, effective December 31, 2023, the current membership will expire unless earlier renewed by agreement between the Housing Authority of the City of Salem and the New Jersey Public Housing Authority Joint Insurance Fund; and,

WHEREAS, the Board of Commissioners of the SHA desire to renew said membership.

NOW, THEREFORE, BE IT RESOLVED:

1. The Housing Authority of the City of Salem agrees to renew its membership in the New Jersey Public Housing Authority Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the New Jersey Public Housing Authority Joint Insurance Fund.
2. The Executive Director shall and is hereby authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Public Housing Authority Joint Insurance Fund evidencing the Housing Authority of the City of Salem's intention to renew its membership.

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

Housing Authority of the City of Salem

Resolution No. 47 of 2023

Resolution Authorizing the Executive Director to Execute An Agreement with EnerConnex an SJI Company for Savings on Electrical Costs

WHEREAS, The Housing Authority of City of Salem and EnerConnex an SJI Company (hereinafter “EnerConnex”) have had an agreement since June 1, 2013; and,

WHEREAS, EnerConnex is a broker that provides entities with bids for the best price for electricity provided by Atlantic City Electric; and,

WHEREAS, EnerConnex receives any payment for said services through the company that is chosen by the Housing Authority of the City of Salem; and,

WHEREAS, the Board of Commissioners has determined that it is in the best interest of the Housing Authority of the City of Salem to continue to obtain the best price for electricity provided by Atlantic City Electric.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD of COMMISSIONERS of THE HOUSING AUTHORITY of THE CITY OF SALEM THAT the Executive Director is authorized to execute an Agreement with EnerConnex to obtain electricity cost savings.

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

The Housing Authority of the City of Salem

Resolution No. 48 of 2023

**Resolution Authorizing Payout of Thirteen and A Half
Vacation Days For Laurie Frisby**

WHEREAS, Laurie Frisby was hired by the Housing Authority of the City of Salem as a Clerk on January 5, 2010; and,

WHEREAS, Ms. Frisby was promoted to the Assistant Property Manager on January 7, 2014; and,

WHEREAS, on September 4, 2023 Ms. Frisby resigned; and,

WHEREAS, the October 28, 2021 Personnel Policies and Procedures Manual permits an employee that has been employed for thirteen (13) years to be entitled to eighteen (18) days of vacation and to carry over six (6) days of accrued vacation to the current year; and,

WHEREAS, Ms. Frisby used ten and a half (10 ½) vacation days in 2023.

NOW THEREFORE BE IT RESOLVED THE BOARD OF COMMISSIONERS hereby approve Laurie Frisby to be paid for thirteen and a half (13 ½) vacation days that were not taken as of September 4, 2023.

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

The Housing Authority of the City of Salem

Resolution No. 49 of 2023

**Resolution Approving the Payment of Bills
for
The Housing Authority of the City of Salem**

WHEREAS, the City of Salem Housing Authority has incurred bills for the months of July through September of 2023; and,

WHEREAS, the Board of Commissioners have reviewed the attached list of invoices and charges for services rendered.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF SALEM THAT the attached list of invoices and charges incurred are authorized and approved for payment. The designated Board of Commissioners are authorized to sign the checks.

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

The Housing Authority of the City of Salem

Resolution No. 50 of 2023

Resolution Recommending Removal of Commissioner

WHEREAS, Mikki Kornegay (“Kornegay”) was appointed by the Common Council of the City of Salem as a member of the Housing Authority of the City of Salem (“SHA”) and such appointment was made by Resolution 2023-108 on March 13, 2023; and,

WHEREAS, Commissioner Kornegay has failed to appear for any meetings of the SHA since her appointment; and,

WHEREAS, the SHA attempted to contact Kornegay about her attendance, but received no response; and,

WHEREAS, Section 7 of the SHA by-laws states that any commissioner who shall miss three consecutive regular meetings shall be provided notice that his/her attendance record will be discussed at the next regular meeting of the Commissioners for the recommending to the appointing authority for the removal of that Commissioner; and,

WHEREAS, a notice was sent to Commissioner Kornegay, in accordance with Section 7 of the SHA by-laws, explaining that her attendance record would be discussed at the next meeting on September 25, 2023 and a recommendation may be made for her removal; and,

WHEREAS, the SHA did not receive a response from Commissioner Kornegay nor did she appear at the September 25, 2023 meeting.

NOW THEREFORE, BE IT RESOLVED by the SHA that it is hereby recommended that the Common Council of the City of Salem take immediate action to remove Commissioner Kornegay from the SHA and fill the vacancy as soon as possible.

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