



HOUSING AUTHORITY OF THE CITY OF SALEM

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

August 29, 2024

- I. A regular meeting of the Housing Authority of the City of Salem (SHA) Board of Commissioners was held on Thursday, August 29, 2024, at the Broadway Tower Community Room. 205 Seventh Street, Salem, NJ. The meeting was via Zoom and in person. The meeting commenced at 6:08 p.m. Adam Telsey, Solicitor, Board of Commissioners read the Sunshine Law notification indicating the Sunshine Law had been met, properly posted, and advertised.
- II. **Roll Call:** Solicitor Telsey announced the roll call. Present were Vice Chairman Akmad Nichols, Commissioner Kiersten Westley-Henson, Commissioner Joyce Lewis, Commissioner Dawn Johnson and Commissioner Destiny C. Wood. Also present were Adam Telsey and Karen M. Upshaw, Executive Director.

Absent: None

- III. **Approval of the Minutes:** There was a motion made by Commissioner Destiny Wood to approve the minutes of the meeting of April 18, 2024. The motion was seconded by Commissioner Dawn Johnson and all present approved.

There was a motion made by Vice Chairman Akmad Nichols to approve the Executive (Closed) Session minutes of the meeting of April 18, 2024. The motion was seconded by Commissioner Joyce Lewis and all present approved.

- IV. **Correspondence:** Executive Director Karen Upshaw mentioned that she received a letter from Special Counsel Michael Armstrong stating there will be mediation on September 10th at 9:00 a.m. for the Johnson vs. Salem Housing Authority case. She added that there are seven (7) plaintiffs in this case and that we have handled at least five (5) of the plaintiff's concerns by transferring them to new units. Director Upshaw also shared that the intercom system at Broadway Towers has been fixed. Regarding West Side Court, she mentioned AmeriCorps has been assisting with the resident surveys and thanked them. It is SHA's responsibility to get the tenants to complete the survey. She also thanked Acting Chair Nichols and Teneva Hammond, Assistant Property Manager for their assistance. Director Upshaw mentioned that NJAHRA will hold its annual conference September 15th -17th in Atlantic City. She also stated we received correspondence regarding HOTMA (Housing Opportunity Through Modernization Act) which involves the new changes from HUD regarding the income standards. She further explained that this new rule applies to all residents that are over income and we will have to notify them that under the new rule they will have to pay fair market rent. These changes will

be effective as of January 1, 2025. Director Upshaw will be distributing the HOTMA fact sheet to all the residents. There was a brief discussion on the matter.

V. **Public Comments/Questions: None**

VI. **Report of the Executive Director:** Director Upshaw mentioned that for the Anderson Drive Development they are still waiting for a response from the insurance company regarding the fire on unit 106. She stated that for Broadway Towers the intercom system is operating. She added that they had to replace a few of the p-techs (air conditioner and heating units) at Broadway Towers. She also mentioned that the surveys are being completed at West Side Court for the Choice Neighborhood Grant with the help of AmeriCorp; and, she shared Northeast Electrical Services has started installation of the outside lighting project at West Side Court.

VII. **Resolutions for Consideration:**

Resolution No. 38 of 2024 **Resolution Adopting the 2024-2025 Budget**

Roll Call Vote:

Motion: Commissioner Lewis
Second: Chairwoman Henson

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Acting Chair Akmad Nichols			X			
Commissioner Henson		X	X			
Commissioner Johnson			X			
Commissioner Lewis	X		X			
Commissioner Wood			X			

Resolution No. 39 of 2024 **Resolution Rejecting Bids for Roof Replacements at South Front Street, West Side Court and W.C. Anderson Drive Received August 8, 2024**

Roll Call Vote:

Motion: Acting Chair Akmad Nichols
Second: Commissioner Dawn Johnson

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Acting Chair Akmad Nichols	X		X			
Commissioner Henson			X			
Commissioner Johnson		X	X			
Commissioner Lewis			X			
Commissioner Wood			X			

Resolution No. 40 of 2024

Resolution Authorizing the Executive Director to Enter Into A Memorandum of Understanding with the City of Salem

Roll Call Vote:

Motion: Commissioner Joyce Lewis

Second: Commissioner Destiny Wood

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Acting Chair Akmad Nichols			X			
Commissioner Henson			X			
Commissioner Johnson			X			
Commissioner Lewis	X		X			
Commissioner Wood		X	X			

Resolution No. 41 of 2024

Resolution Awarding Roof Replacement to Sky General Construction

Roll Call Vote:

Motion: Commissioner Joyce Johnson

Second: Commissioner Destiny Wood

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Commissioner Nichols			X			
Commissioner Henson			X			
Commissioner Johnson	X		X			
Commissioner Lewis			X			
Commissioner Wood		X	X			

Commissioner Lewis inquired whether the roof replacements will affect the Choice Neighborhood Grant. Director Upshaw explained the roof replacements are needed; and, the Choice Neighborhood Grant is not guaranteed. Acting Chair Nichols asked about the scope of work that will be covered. There was a brief discussion on the matter.

Resolution No. 42 of 2024

Resolution Approving the Payment of Bills

Roll Call Vote:

Motion: Commissioner Lewis

Second: Vice Chairman Nichols

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Commissioner Nichols		X	X			
Commissioner Henson			X			
Commissioner Johnson			X			
Commissioner Lewis	X		X			
Commissioner Wood			X			

VIII. **Old Business:** Director Upshaw mentioned Commissioner Annalisa Moritz has resigned and we will need to change the signature cards at the bank. There was a brief discussion on the matter.

Commissioner Lewis made a motion to replace Annalisa Moritz from the signature cards at the bank and be replaced by Executive Director Karen Upshaw. The motion was seconded by Commissioner Johnson and all present approved the motion.

(Resolution No. 43 of 2024)

Roll Call Vote:

Motion: Commissioner Joyce Lewis

Second: Commissioner Dawn Johnson

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Acting Chair Akmad Nichols			X			
Commissioner Henson			X			
Commissioner Johnson		X	X			
Commissioner Lewis	X		X			
Commissioner Wood			X			

IX. **New Business: None**

X. **Adjournment:** A motion to adjourn the meeting was made at 6:43 p.m.

Roll Call Vote:

Motion: Vice Chairman Nichols

Second: Commissioner Johnson

Roll Call: Unanimous

	Motion	Second	Yea	Nay	Abstain	Absent
Acting Chair Akmad Nichols	X		X			
Commissioner Henson			X			
Commissioner Johnson		X	X			
Commissioner Lewis			X			
Commissioner Wood			X			