



The Housing Authority of Gloucester County

REGULAR BOARD MEETING

AUGUST 23, 2017

An Annual Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkins, AUGUST 23RD, 2017, beginning at 4:30 P.M.

ROLL CALL:

The Secretary (Kimberly Gober) called the roll and the following answered "aye":

- ✓ Chairman William W. Bain, Jr.
- ✓ Vice Chairman Daniel Reed
- ✓ Commissioner Scott Kintzing (in at 4:35 p.m.)
- ✓ Commissioner Frank Smith (via phone)
- ✓ Commissioner Betty Jane Purnell

And the following was absent:

- ✓ Commissioner John Giovannitti
- ✓ Commissioner Brenden Garozzo

The Secretary notified the Chair that a quorum is present.

Also in attendance were:

- ✓ Kimberly Gober, Executive Director
- ✓ Jeff Daniels, Esq., Solicitor
- ✓ Jessica Laine, Esq., Assistant to the Executive Director
- ✓ Paul Letizia, AHO Director
- ✓ Grace Seeney, Financial Director
- ✓ Nelly Rojas, Administrative Aide
- ✓ Stella Barnes, Administrative Assistant
- ✓ Michael Jeziarski, Accountant

SOLICITOR:

The Solicitor stated "In accordance with the Open Public Meetings Act of 1975, this meeting is called to order pursuant to notice of Annual Meeting, a copy of which has been made available to newspapers of general local public circulation, a copy of which has been made available to the Clerk of Gloucester County, and a copy of which has been posted publicly in accordance with the law."



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CHAIRMAN:

PUBLIC PORTION:

Agenda only items. Seeing no Public, the Public Portion is closed.

Motion to close:

MOTION: Commissioner Dan Reed

SECOND: Commissioner Frank Smith

All commissioners in favor

CORRESPONDENCE AND REPORTS:

- A. Review and Action of Minutes -JULY 2017
- B. Consider Interim Bill List, 17-08 Sections A, B, C, D
- C. Consider Bill List 17-08, E,F, G,H
- D. Consider Ratification of GCHDC, Seniors, Shepherd's Farm, eMurphyg, Inc., PMURC, Inc. Sections A,B,C,D, E,F
- E. Consider Acknowledgment of Pop Moylan, Colonial Park LP Sections G,H, I,

DIRECTOR'S REPORT -2017

- Camp Salute Groundbreaking is scheduled for September 12, 2017 if any of the Commissioners would like to attend.
- Thank you to Commissioner Dan Reed for his recommendation of Civil Engineer Gregory Valesi of CME Associates to conduct a study at Deptford Park of the plumbing issues. A report of the findings will be forthcoming next month.
- No-Smoking Policy for the residential buildings, mandated by HUD will be in place by July 18, 2017. We contacted our Insurance Carriers concerning the reductions of premiums and the response was mixed. Basically, HAGC may see some change in rates due to fewer fires in the buildings caused by smoking.
- Fire Drills are scheduled in all buildings in September. Colonial Park will have a full scale evacuation drill on Sunday, September 24, 2017.



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RESOLUTIONS:

17-59	RESOLUTION ACCEPTING AND APPROVING AUDIT FOR PERIOD JANUARY 1, 2016 TO DECEMBER 31, 2016
17-60	RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR AUDIT SERVICES
17-61	RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR LEGAL SERVICES
17-62	CONSIDER RESOLUTION AUTHORIZING AND APPROVING CONTRACT FOR ELEVATORS CARINO PARK
17-63	CONSIDER RESOLUTION AUTHORIZING AND APPROVING CONTRACT FOR ELEVATORS DEPTFORD PARK
17-64	CONSIDER RESOLUTION AUTHORIZING AND APPROVING CONTRACT FOR ELEVATORS NANCY ELKIS
17-65	CONSIDER RESOLUTION AUTHORIZING AND APPROVING CONTRACT FOR ELEVATORS COLONIAL PARK
17-66	CONSIDER RESOLUTION AUTHORIZING AND APPROVING CONTRACT FOR ELEVATORS SHEPHERD'S FARM



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17-67	CONSIDER AUTHORIZING A CHANGE ORDER FOR REPAIR AND SEALCOAT AT CARINO PARK RUSLING PAVING
17-68	CONSIDER RESOLUTION ACKNOWLEDGING PETTY CASH IMPREST FUNDS FOR VARIOUS DEPTS AND PROGRAMS
17-69	CONSIDER RESOLUTION REJECTING BIDS FOR CARPET INSTALLATION AT VARIOUS MANAGED PROPERTIES
17-70	CONSIDER RESOLUTION AUTHORIZING APPLICATION FOR FSS FUNDS ADVERTISED IN HUD NOFA
17-71	CONSIDER RESOLUTION FOR EXECUTIVE SESSION

Motion to approve the AGENDA:

MOTION: Commissioner Dan Reed

SECOND: Commissioner Frank Smith

All commissioners in favor.

REVIEW OF AUDIT BY AUDIT COMMITTEE:

Commissioner Scott Kintzing reports that the presentations by Bowman and Co., LLP, on August 11, 2017, pointed out that there are clean audits with no audit findings for The Housing Authority of Gloucester County (HAGC), Gloucester County Housing Development Corp. (GCHDC), and the Seniors Housing Development Corp. (SHDC).

Nina Sorelle from Bowman states that the Staff was extremely cooperative despite the difficulties of the previous finance director's retiring about 50% through the audit; everyone pitched in and got it done.



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Motion to approve the AUDITS as presented:

MOTION: Commissioner Frank Smith

SECOND: Commissioner Scott Kintzing

ROLL CALL:

CHAIRMAN BAIN	YES
VICE CHAIRMAN REED	YES
COMMISSIONER SMITH	YES
COMMISSIONER KINTZING	YES
COMMISSONER PURNELL	YES

All Commissioners are in favor. The Audits are approved as presented.

ANY COMMENTS OR CONCERNS FROM THE COMMISSIONERS:

Commissioner Purnell reports the Residents have approximately 18-20 murals which are finished and ready to be hung. Would HAGC have someone hang them?

Chairman Bain requested that Paul Letizia delegate one of our workers for that task.

CLOSED SESSION:

The Closed Session is due to complaints from a Deptford Park resident and the quality of air in her apartment.

Motion to open CLOSED SESSION:

MOTION: Commissioner Dan Reed

SECOND: Commissioner Frank Smith

All in favor

Motion to approve the AGENDA:

MOTION: Commissioner Dan Reed

SECOND: Commissioner Frank Smith

All commissioners in favor.



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ADJOURNMENT:

A motion to ADJOURN:

MOTION:

SECOND:

All commissioners in favor

Respectfully submitted,

Kimberly Gober, Secretary

Dated: August 28, 2017