



The Housing Authority of
Gloucester County
REGULAR BOARD MEETING

AUGUST 22, 2018

A REGULAR Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkins, AUGUST 22, 2018, 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.
- ✓ Commissioner Frank Smith (via telephone)
- ✓ Commissioner Scott Kintzing
- ✓ Commissioner Betty Jane Purnell
- ✓ Commissioner Brenden Garozzo (via telephone)

And the following was absent:

- ✓ Vice Chairman Daniel Reed
- ✓ Commissioner John Giovannitti

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
- ✓ Grace Seeney, Financial Director
- ✓ Nelly Rojas, Administrative Aide
- ✓ Michael Jeziarski, Accountant
- ✓ Paul Letizia, AHO Director

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.

Motion to open to the Public:

MOTION: COMMISSIONER SCOTT KINTZING
SECOND: COMMISSIONER BETTY JANE PURNELL
ALL COMMISSIONERS IN FAVOR

No comments from the Public

Motion to Close:

MOTION: COMMISSIONER SCOTT KINTZING
SECOND: COMMISSIONER BRENDEN GAROZZO

DIRECTOR'S REPORT –AUGUST 2018

- **APPROPRIATIONS:** The Senate passed a Mini-Bill for \$4 billion. Now there is a need to reconcile the companion legislation that is pending in the House. It is likely we will be operating under a continuing Resolution.
- **HUD:** Representatives from HUD were on site at HAGC on Tuesday, Wednesday and Thursday (August 14-16) performing a financial review of the Housing Choice Voucher Program. HAGC is following up on a couple items; there is a \$3000 difference which we are investigating from 2014 as well as HAGC has to prorate the interest earned on the float and return this to HUD. Everything else is in order. We will follow up and give the Commissioners the report when it is received
- **CAMP SALUTE:** We have 19 Project Based Vouchers. Intake is working very hard to get those Vouchers filled. Four veterans are housed. The remaining are determined eligible but they have not taken occupancy as of yet. Intake did 80 interviews for these 19 Vouchers. There will be a dedication ceremony in the future and the Commissioners will be kept apprised.
- **RAD:** HAGC is moving forward with Public Housing applying for RAD but nothing is binding. It looks like \$150,000 to \$160,000 more revenue (annually) is expected under RAD. Commissioner Smith questioned if everything goes well, are there any risks? Executive Director Gober stated that everything is subject to appropriations at the federal level. Your risk is if you set your contract rents and the government



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decides to fund Public Housing at 100%, you can't go back. RAD locks in your rent. There is another risk; you have to offer choice mobility to the residents after a year. You have to allow a percentage of the participants permission to move elsewhere with a Voucher but there are limitations on this. Ms. Gober states this is more like the Colonial Park model where HAGC will enter into a long term contract. The Executive Director offers that the Commissioners are welcome to call her at any time with any questions.

- **COLONIAL PARK SEWER:** Commissioner Purnell reported that the work on the sewer has begun.
- **NANCY ELKIS BUILDING CELL TOWERS:** HAGC budgeted 6 months of revenue from AT&T last year but they began construction this month. We are 2 months off of our budget; HAGC is expecting the monthly payments to start in September.
- **PROFESSIONAL CONSULTANT:** The Consultant selected (the Brooke Group) will work with HAGC for RAD as well as any expansion throughout the County. HAGC has worked with Brooke Group, LLC. in Glassboro. This group encourages us to do the work we are able to do ourselves to keep the price down. Commissioner Smith suggests we put that in writing.
- **AUDIT:** Commissioner Kintzing would like to know what the Resolution on the Agenda is for. The fee seems low. Ms. Gober explains this is for HAGC only.
- **AUDIT REVIEW CERTIFICATE:** Each commissioner's original signature must be on this. It is for the State of New Jersey. We will meet with Commissioner Smith at 10:00 am tomorrow to get the signature. Ms. Gober will get the signature from Commissioner Garozzo. We will contact Commissioner Giovannetti.

CORRESPONDENCE AND REPORTS:

- A. Review and Action of Minutes -JULY 2018
- B. Consider Interim Bill List, 18-08 Sections A, B, C, D
- C. Consider Bill List 18-08 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,J



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RESOLUTIONS:

<u>18-60</u>	CONSIDER RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR AUDIT SERVICES FY2018 <u>Bowman and Associates</u>
<u>18-61</u>	SIGNATURES FOR THE LOCAL AUTHORITIES GROUP AFFIDAVIT FORM PRESCRIBED BY THE NJ LOCAL FINANCE BOARD AUDIT REVIEW CERTIFICATE FY 2017
<u>18-62</u>	CONSIDER RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR LEGAL SERVICES <u>Angelini, Viniar, and Freedman</u>
<u>18-63</u>	CONSIDER RESOLUTION AUTHORIZING AND APPROVING CONTRACT FOR PROFESSIONAL CONSULTING SERVICES <u>Brooke Group, LLC</u>
<u>18-64</u>	CONSIDER RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO FORWARD AN APPLICATION TO THE US DEPT OF HUD TO CONVERT HAGC DEPT PARK APT (PUBLIC HOUSING) TO THE RAD PROGRAM
<u>18-65</u>	CONSIDER RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO FORWARD AN APPLICATION TO THE US DEPT OF HUD TO CONVERT CARINO PARK APT (PUBLIC HOUSING) TO THE RAD PROGRAM
<u>18-66</u>	CONSIDER RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR THE REPLACEMENT OF THE FIRE ALARM SYSTEM IN CARINO PARK APARTMENTS <u>Franklin Alarm Company</u>
<u>18-67</u>	CONSIDER RESOLUTION AUTHORIZING A RENEWAL FOR CONTRACT FOR SNOW REMOVAL AT DEPTFORD PK <u>Hutch Contracting</u>
<u>18-68</u>	CONSIDER RESOLUTION AUTHORIZING A RENEWAL FOR CONTRACT FOR SNOW REMOVAL AT CARINO PARK <u>Tom Lake Auto</u>



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18-69	CONSIDER RESOLUTION AUTHORIZING A CONTRACT WITH APPROVED STATE CONTRACT VENDORS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A 40A:11-12a FOR A PRINTER/COPIER FOR THE ADMINISTRATIVE OFFICE. <u>CANON USA, INC.</u>
18-70	CONSIDER RESOLUTION AMENDING THE SECTION 8 ADMIN PLAN TO COMPLY WITH FEDERAL REGULATIONS FROM HUD
18-71	CONSIDER RESOLUTION UPDATING THE PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP)
18-72	CONSIDER RESOLUTION AUTHORIZING AND IMPLEMENTING THE OPEN PUBLIC RECORDS ACT POLICY (OPRA)
18-73	CONSIDER RESOLUTION AUTHORIZING AGREEMENT BETWEEN HAGC AND CWEP
18-74	CONSIDER RESOLUTION AUTHORIZING THE EXTENSION OF THE CARPET CONTRACT <u>NATIONWIDE CARPET CO.</u>
18-75	CONSIDER RESOLUTION FOR EXECUTIVE SESSION (TABLED)

Motion to approve the AGENDA:
MOTION: COMMISSIONER FRANK SMITH
SECOND: COMMISSIONER SCOTT KINTZING

COMMENTS FROM THE COMMISSIONERS:

No comments



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COMMENTS FROM THE PUBLIC:

No comments

**MOTION: COMMISSIONER SCOTT KINTZING
SECOND: COMMISSIONER BETTY JANE PURNELL**

ADJOURNMENT:

**A motion to ADJOURN:
MOTION: COMMISSIONER SCOTT KINTZING
SECOND: COMMISSIONER FRANK SMITH
All commissioners in favor**

Respectfully submitted,

Kimberly Gober, Secretary

Dated: August 27, 2018