



The Housing Authority of Gloucester County

REGULAR BOARD MEETING

December 18th, 2019

A Regular Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkins Building, on December 18th, 2019 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.
- ✓ 2nd Vice Chairman John Giovannitti
- ✓ Treasurer Scott Kintzing
- ✓ Commissioner Brenden Garozzo

And the following were absent:

- ✓ 1st Vice Chairman Dan Reed
- ✓ Commissioner Frank Smith

The Secretary notified the Solicitor that a quorum is present.

Also in attendance were:

- ✓ Jeff Daniels, Esq., Solicitor
- ✓ Kimberly Gober, Executive Director
- ✓ Jessica Laine, Esq., Assistant to the Executive Director
- ✓ Nelly Rojas, Administrative Aide
- ✓ Grace Seeney, Finance Director
- ✓ Michael Jezierski, 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."

PUBLIC PORTION:

Agenda items only.

Motion to open to the Public:

MOTION: 2nd Vice Chairman John Giovannitti

SECOND: Commissioner Brenden Garozzo

ALL IN FAVOR

Not seeing anyone from the Public,

Motion to Close:

MOTION: 2nd Vice Chairman John Giovannitti

SECOND: Commissioner Brenden Garozzo

ALL IN FAVOR

EXECUTIVE DIRECTOR REPORT:

- E.D. Gober indicates that thru her connection with NAHRO's Legislative Committee, she has learned that Congress struck a verbal deal to move forward with the spending bill. A breakdown of all proposals is in the packets.
- 72% of all HCV's applications received have been entered into the system, we will continue to work to finish this part of the process as soon as possible.
- Snow removal contracts have been executed, we extended the prior year contract in accordance with the resolution and the contract itself.
- The next phase on the disposition of the scattered sites houses is to hold an informational meeting with the current residents. Meetings will be held sometime in January at Deptford and Carino Park apartments, in order to accommodate all the scattered sites residents in the vicinity. These meetings are meant to notify the residents of HAGC's intent to dispose of the houses and the issuance of protective vouchers to relocate.
- Monroe Township has a COA obligation and, in order to fulfill it, they are looking for programs that assist residents with homebuying, this could eventually marry nicely with the houses we are trying to dispose of. We are working with TRIAD, which is the administrative agent for Monroe's COA obligation. We will also look to see if there are other Townships with similar programs.
- We are having some conversations with Inspira Life, they are offering assistance with a program that offers a lower rate for packaged medical services. Commissioner Garozzo indicates he has some experience with the program and will reach out the E.D. Gober after the meeting.
- Treasurer Scott Kintzing would like to know who reviews our policies. E.D. Gober indicates that the auditors review all policies and resolutions, and, as a side note, she indicates that audits FY2019 have started. E.D. Gober also adds that counsel reviews all policies before the meeting and then the Board approves them under a resolution. Treasurer Kintzing asks about the 2 policies on the agenda today, E.D. Gober indicates those policies are just consolidating practices already in place, we just did not have a written policy outlining it. Solicitor Jeff Daniels indicates that the review and subsequent introduction of policies is part of an ongoing effort to maintain all policies up to date, he also adds that some of the information comes from the conferences attended by the Executive Director and her staff, where other Housing Authorities share their experiences and the policies that they have implemented.
- E.D. Gober would like to highlight Resolution #19-118 Honoring Stella Barnes on her retirement, effective December 1st. We are going to miss her very much, as she did an outstanding job for HAGC. Nelly Rojas will be stepping up to take the position of Administrative Assistant, she has done a magnificent job covering both positions. We are still a position down in the

administration department, and we are actively looking to fill the open position. Chairman Bain and the Commissioners present echo the feeling that Stella Barnes did a phenomenal job for HAGC and agree she has a wonderful and very pleasant personality.

NO FURTHER COMMENTS OR CONCERNS FROM THE COMMISSIONERS

AGENDA:

- A. Review and Action of Minutes – NOVEMBER 2019
- B. Consider Interim Bill List, 19-12 Sections A, B, C, D
- C. Consider Bill List 19-12 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

RESOLUTIONS

19-116	CONSIDER RESOLUTION ADOPTING BUDGET FY2020 MOTION: 2 ND Vice Chairman John Giovannitti SECOND: Commissioner Brenden Garozzo ROLL CALL VOTE- ALL COMMISSIONERS RESPONDING “AYE”
19-117	CONSIDER RESOLUTION APPROVING AN INTERLOCAL AGREEMENT FOR THE HAGC TO PERFORM MANANGEMENT SERVICES FOR GHA
19-118	CONSIDER RESOLUTION HONORING STELLA BARNES
19-119	CONSIDER RESOLUTION DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)
19-120	CONSIDER RESOLUTION AUTHORIZING THE IMPLEMENTATION OF A RECORDS RETENTION POLICY
19-121	CONSIDER RESOLUTION AUTHORIZING THE IMPLEMENTATION OF A POLICY GOVERNING FILING NOTICES OF TORT CLAIMS
19-122	CONSIDER RESOLUTION AUTHORIZING THE INDEMNIFICATION OF COMMISSIONERS AND EMPLOYEES CONSISTENT WITH NJSA 59:10-4
19-123	CONSIDER RESOLUTION AUTHORIZING A POLICY WITH RESPECT TO REIMBURSEMENT OF AUTHORITY COMMISSIONER/EMPLOYEES FOR COST OF DEFENDING AGAINST CRIMINAL CHARGES
19-124	CONSIDER RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS IN THE AMOUNT OF \$5,000.00 FROM HAGC GO ACCOUNT TO GCHDC
19-125	CONSIDER RESOLUTION APPROVING EXECUTIVE SESSION MOTION TO GO IN TO CLOSED SESSION: 2 ND Vice Chairman John Giovannitti SECOND: Commissioner Brenden Garozzo MATTER THAT INVOLVES PRIVACY OF A TENANT AND ANTICIPATED LITIGATION MATTER THAT INVOLVES DISCUSSING CONTRACT RENEWAL FOR THE EXECUTIVE DIRECTOR MOTION TO GO OUT OF CLOSED SESSION: 2 nd Vice Chairman John Giovannitti SECOND: Commissioner Brenden Garozzo
19-126	CONSIDER RESOLUTION AUTHORIZING THE RENEWAL OF A CONTRACT FOR THE EMPLOYMENT FOR THE POSITION OF EXECUTIVE DIRECTOR

MOTION TO APPROVE THE RESOLUTIONS:

MOTION: 2nd Vice Chairman John Giovannitti

SECOND: Commissioner Brenden Garozzo

ALL IN FAVOR

COMMENTS OR QUESTIONS FROM THE PUBLIC:

MOTION: 2nd Vice Chairman John Giovannitti

SECOND: Commissioner Brenden Garozzo

ALL IN FAVOR

Seeing no members of the Public, motion to close,

MOTION: 2nd Vice Chairman John Giovannitti

SECOND: Commissioner Brenden Garozzo

ALL IN FAVOR

NO COMMENTS OR CONCERNS FROM THE COMMISSIONERS

ADJOURNMENT:

MOTION: 2nd Vice Chairman John Giovannitti

SECOND: Commissioner Brenden Garozzo

ALL IN FAVOR

Respectfully submitted,



Kimberly Gober, Secretary

Dated: December 18, 2019