



The Housing Authority of
Gloucester County
ANNUAL BOARD MEETING
DECEMBER 28TH, 2016

An Annual Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkins Seniors Housing; located at 100 Pop Moylan Blvd. Deptford, New Jersey, on DECEMBER 28TH, 2016, 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 Betty Jane Purnell
- ✓ Commissioner John Giovannitti
- ✓ Commissioner Frank Smith
- ✓ Commissioner Scott Kintzing
- ✓

And the following was absent:

- ✓ 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
- ✓ Stella Barnes, Administrative Assistant
- ✓ Grace Seeney, Accountant
- ✓ Chris Grupico, Finance 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:

The Chairman opens the meeting to the Public for the Public Hearing:

PUBLIC HEARING

**RES #16-95 PROPOSED SIGNIFICANT AMENDMENT TO HAGC AGENCY PLAN
FOR PUBLIC HOUSING PROGRAM REGARDING WAITLIST PREFERENCES**

Seeing no one from the public, the Chairman requested a motion to close.

Motion to close:

MOTION: COMMISSIONER DAN REED

SECOND: COMMISSIONER FRANK SMITH

All commissioners are in favor. Motion carried

**The Chairman opens the meeting to the Public for any comments or questions for
the Agenda Items Only.**

Not seeing anyone from the Public, the Chairman requested a motion to close.

Motion to close:

MOTION: COMMISSIONER DAN REED

SECOND: COMMISSIONER JOHN GIOVANNITTI

All commissioners are in favor. Motion carried

CORRESPONDENCE AND REPORTS:

- A. Review and Action of Minutes –November, 2016
- B. Consider Interim Bill List, 16-12 Sections A, B, C, D
- C. Consider Bill List 16-12 Sections, 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 – DECEMBER 2016

- Executive Director Kimberly Gober reported she and Chairman Bill Bain will be attending the PHADA Conference being held in January, 2017.
- NAHRO Washington Conference will be held in March 26th to the 28th. The Chairman and Director will be attending. Chairman Bain believes this may be a valuable conference for Housing Authorities. Dr. Ben



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Carson, the incoming Secretary of HUD, reports he does not have any housing credentials. Kim Gober included a letter from John Boehm about Dr. Ben Carson in the packet.

- VASH Vouchers: 10 have been referred of the 19 we have. The applicants are referred through the VA. We currently have 2 vets in the Nancy J. Elkis Building. Commissioner Smith inquired if the private sector can do anything to help vets that don't have any housing yet. Kim Gober offered that a letter has been sent to our landlords to let them know we have these vet vouchers. Commissioner Smith requested HAGC send a letter to landlord Bill DiAsentis. Executive Director Gober stated she will provide Commissioner Smith with a landlord packet for Mr. DiAsentis.
- Audit for Shepherd's Farm has been completed. The Audits for the remaining entities have begun.
- Resolution HR 20208 has been extended through April 2017. This means we are funded at 2016 levels. We still don't know what our budget is for 2017.

Commissioner Kintzing arrived at meeting: 4: 35 PM

- The Intake staff is working overtime, slowly increasing the leasing in the Voucher Program. This is a tedious process because most of the time we are dealing with applicants who cannot provide paperwork.
- Section 8 is working overtime, having 3 employees out during the summer and fall. We have hired one to replace the processor who left with a retirement disability, one is back to work and one processor will be back on January 17th. The tenant processor position is very intricate. You cannot hire a temp for this job.

Motion to approve the CORRESPONDENCE AND REPORTS

MOTION: COMMISSIONER FRANK SMITH

SECOND: COMMISSIONER JOHN GIOVANNITTI

All commissioners in favor



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RESOLUTIONS:

16-96

RESOLUTION TO APPROVE CONTRACT FOR PURCHASE OF COMPUTER PARTS ETC.

16-97

RESOLUTION ADOPTING CONSOLIDATED BUDGET FOR 2017

Roll Call:

Chairman William Bain- yes

Vice Chairman Daniel Reed-yes

Commissioner Purnell-yes

Commissioner Giovannitti-yes

Commissioner Kintzing-yes

Commissioner Smith-yes

All Commissioners in favor.

16-98

RESOLUTION APPROVING CONTRACT FOR LAWN BIDS CARINO

16-99

RESOLUTION APPROVING CONTRACT FOR LAWN BIDS DEPTFORD

16-100

RESOLUTION AUTHORIZING CERTIFICATION OF THE ANNUAL AUDIT

16-101

RESOLUTION DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.) TO THE HAGC

16-102

RESOLUTION AUTHORIZING THE RENEWAL OF A CONTRACT FOR EMPLOYMENT FOR THE POSITION OF EXECUTIVE DIRECTOR BY AND BETWEEN HAGC AND KIMBERLY GOBER

16-103

RESOLUTION APPROVING SUBMISSION OF HUD FORM 52574 APPROVING THE OPERATING BUDGET OF THE HAGC

16-104

RESOLUTION APPROVING COST ALLOCATION PLAN

16-105

RESOLUTION AUTHORIZING DISPOSITION AND WRITE OFF OF EXPENDED PORPERTY

16-106

RESOLUTION AUTHORIZING EXECUTIVE SESSION

Motion to approve the AGENDA:

MOTION: COMMISSIONER FRANK SMITH

SECOND: COMMISSIONER JOHN GIOVANNITTI

All commissioners in favor



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Motion to approve the Executive Session:

MOTION: COMMISSIONER FRANK SMITH

SECOND: COMMISSIONER JOHN GIOVANNITTI

All commissioners in favor

🏠 PUBLIC PORTION:

Open for any questions to the Board. Seeing no Public, the Public Portion is closed.

Motion to close:

MOTION: COMMISSIONER FRANK SMITH

SECOND: COMMISSIONER JOHN GIOVANITTI

All commissioners in favor

🌅 ADJOURNMENT:

A motion to adjourn:

MOTION: COMMISSIONER DAN REED

SECOND: COMMISSIONER FRANK SMITH

All commissioners in favor

Respectfully submitted,

Kimberly Gober, Secretary

Dated: December 30, 2016