



**The Housing Authority of  
Gloucester County**  
ANNUAL BOARD MEETING

JULY 25, 2018

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**An ANNUAL Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkis, JULY 25, 2018, beginning at 4:30 P.M.**

**🔊ROLL CALL:**

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

- ✓ Chairman William W. Bain, Jr.
- ✓ Vice Chairman Daniel Reed
- ✓ Commissioner Frank Smith
- ✓ Commissioner John Giovannitti
- ✓ Commissioner Scott Kintzing
- ✓ Commissioner Betty Jane Purnell
- ✓ Commissioner Brenden Garozzo

**And the following was absent:**

No one

**The Secretary notified the Chair that a quorum is present.**

**Also in attendance were:**

- ✓ Kimberly Gober, Executive Director
- ✓ James Pearson, 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 JOHN GIOVANNITTI

SECOND: COMMISSIONER FRANK SMITH

ALL COMMISSIONERS IN FAVOR

No comments from the Public

**Motion to Close:**

MOTION: COMMISSIONER JOHN GIOVANNITTI

SECOND: COMMISSIONER FRANK SMITH

**FINANCIAL REPORT- ANNUAL AUDITS 2017:**

**Auditors from Bowman and Company, LLC.**

- Nina Sorrelle- Partner in Charge
- Michael Thilker-

The Auditors met with the Finance Committee (including Commissioner Scott Kintzing and Commissioner Frank Smith) on July 13, 2018 before the annual meeting:

- Commissioner (Treasurer) Scott Kintzing reports there have been some challenges like GASB but management brought up positive ideas to save money as well. The Audit Partners (Bowman and Co) do an excellent job reviewing and explaining our financials. The Commissioner is very impressed with their knowledge, detail and expertise and the Audit Committee recommends the Board approves the audit for 2017.
- Commissioner Frank Smith commends the auditors, Executive Director Kim Gober and her financial team. They are working with tight purses and tight pockets and they have done a great job.
- Chairman Bain thanks Commissioner Kintzing and Commissioner Smith as well as the Auditors for the great job they do every year for HAGC.
- Nina Sorrelle would like to extend her thanks to Management for everything they do to facilitate getting the information for the Audit. It is a large undertaking.



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## Commissioner Garozzo arrives at 4:35 PM

### 1 DIRECTOR'S REPORT –JULY 2018

- **RAD:** We are considering converting to RAD (Rental Assistance Demonstration Program) for Carino Park and Deptford Park. GHA has converted to RAD and so far it is performing well financially. We have submitted a letter of interest for HAGC. We will submit the application by September 4<sup>th</sup>, so there will be some documents on the August Agenda. RAD is more of a financial model like Colonial. HAGC will form another entity, the other entity owns Carino and Deptford and serves like a landlord. HAGC will have a HAP contract and pays HAP to the landlord. In that way your rents are set. We have no clue for 2019 what we will receive for our rent. In RAD they establish a contract rent and there is money put in reserves. You are operating more like the private sector. The President keeps threatening to make the Capital Funds "0", and RAD takes all of that away. It's still not perfect but it does seem beneficial to move in that direction. Commissioner Garozzo stated that this sound like a 236? He feels this is a good move.  
Ms. Gober expressed a need to use a limited scope consultant which we used at GHA. He knows how to get it done. HAGC also has an RFP out for a Professional Consultant for a larger scope. We are looking into expanding into the Woolwich Swedesboro area. Chairman Kintzing questioned if there has been any resolution for Professional Consultant. The RFP is out now and the choice will be made after the opening of the bids. This will be on the August Agenda. We will be holding Resident meetings before submitting the application and for the Residents this will be seamless. They will be paying the same rent.
- **CONVENTIONS:** Chairman Bain affirms his previous statement that any of the Commissioners are welcome to go to any of the conferences available to HAGC. After attending the last convention and seeing how other housing authorities operate, Commissioner Brenden Garozzo reports that the Commissioners are very fortunate to have the leadership they have at HAGC.
- **SCATTERED SITE HOUSING:**  
RAD is only for Public Housing- Deptford Park and Carino Park. The Scattered Sites have been costing HAGC an excessive amount of money. These houses need to be gutted. Kim questions, "Do we need these houses"? When a tenant moves out these homes they are a disaster. With what we make for rent and then it is necessary to gut them each time we rent, it might be better just to sell them. There have been foundation issues. The homes are old. The latest house has been destroyed, the hot water heater and heater have to be removed to replace the subflooring. We cannot even take these tenants to court to recover any money. They don't have any money. We have a large voucher program now and we can



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fulfill housing with the vouchers. These houses are draining HAGC. Paul Letizia reports that it is costing us an exorbitant amount of money to maintain these houses. No code official went to inspect these homes when we purchased in the first place and the proper money was not put into the houses to bring them to code. We want to give a good product to the tenants. The Authority has spent a lot of money on these houses. Another problem, Paul adds, is that a lot of these houses have people living there that should not be there. There are a lot of water problems in the basements of these homes and remedying that costs big money.

Commissioner Frank Smith reports that the whole program started 40 years ago in different times. Maybe we should just sell these and get out of this part of the business.

Executive Director Kim Gober affirms there is two ways to handle this; Sell the houses off with the existing resident and give resident a voucher or sell them through attrition, when the tenant moves out, it gets sold. Chairman Bain requests that Kim and Paul Letizia get the info for the Commissioners for each house.

Commissioner Garozzo notices that the money for these renovations went up \$200,000 this year. It's a no brainer to get rid of these houses. Kim says that the money does include the salaries. Commissioner Kintzing would like to caution HAGC. 62 houses is a lot. Housing Authorities would get a low amount of money for these. Chairman Bain mandates the need for a committee for this and with the expertise at the table, he names Commissioner Scott Kintzing, Commissioner Frank Smith and Commissioner Brenden Garozzo to staff that committee. He stresses it is getting to be cumbersome dealing with these houses. The tenants not only destroying the house but getting these problem tenants out is a hassle. People are illegally in these homes. ED Kim Gober and Paul Letizia will get this all of the reports and documentation together and bring it to the committee. Kim stresses that this has to be taken to HUD after the committee approves this.

- **HUD:** they will be on site August 14, 15, and 16, 2018 for an entrance conference for Housing Choice Voucher Program.
- **FSS NOFA:** HUD is going to look back at the FSS program for 3 ½ to 7 ½ years to calculate the income of people in the program. The industry groups are against this and are advocating to HUD. Under the new formula HAGC is ruled as Standard. There is no consideration for the disabled. Commissioner Smith voiced that HAGC should consider filing a suit for this. The industry groups are strongly voicing their opposition. We are waiting for the NOFA for this to be announced for this next year.
- **HOUSING CHOICE VOUCHER (HCV) :** HAGC Received our funding notice for the program funding. We are not funded up to our leasing capability. It's difficult to run the program when we find out in June what the funding is.



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- **CAMP SALUTE:** They began leasing. They expect completion in October. Some type of dedication ceremony is being planned but no date yet. Kim will inform the Commissioners when she has a firm date. James Pearson, Esq. The easement litigation to compel Stewart Mills's entity was upheld in court to give Camp Salute the easement. That should be the end of it.  
The Commissioners on the condemnation action filed by Clayton upheld Clayton's evaluation for the easement at \$20,500. It may be appealed but we do not expect that.
- **COMPLAINTS FROM RESIDENTS (DEPTFORD PARK)**  
We will find out how to move the bus stop to in front of the Nancy Elkis Building since receiving complaints from the residents that it is unsafe to get the bus stop in front of Budd's Pools. We will find out if the light at Rite Aid has a walk signal.
- **CONGREGATE PROGRAM**  
Our application has not been approved by the state yet. The State has not improved any applications as of yet.
- **DPSP PROGRAM**  
Management has had meetings with DPSP which is an assistant living program. We are trying to finalize a new agreement and that will be brought to the Board.
- **SMOKING POLICY**  
We are in compliance and we are investigating any complaints.
- **POLICIES**  
Updated policies are in your packet. Capitalization, Check Signing and Cost Allocation Policies. Chairman Bain has initiated updating policies and we are in total compliance now.

## 📁CORRESPONDENCE AND REPORTS:

- A. Review and Action of Minutes -June 2018
- B. Consider Interim Bill List, 18-07 Sections A, B, C, D
- C. Consider Bill List 18-07 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:**

<b>2018-47</b>	<b>CONSIDER RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS</b>
<b>2018-48</b>	<b>CONSIDER RESOLUTION DESIGNATING ANNUAL SCHEDULE OF MEETINGS</b>
<b>2018-49</b>	<b>CONSIDER RESOLUTION DESIGNATING OFFICIAL DEPOSITORY BANK FULTON BANK</b>
<b>2018-50</b>	<b>CONSIDER RESOLUTION DESIGNATING OFFICIAL DEPOSITORY INVESTOR BANK</b>
<b>2018-51</b>	<b>CONSIDER RESOLUTION DESIGNATING OFFICIAL DEPOSITORY PARKE BANK</b>
<b>2018-52</b>	<b>CONSIDER RESOLUTION AUTHORIZING ELECTRONIC FUNDS TRANSFER (EFT)</b>
<b>2018-53</b>	<b>CONSIDER ACCEPTING AND APPROVING AUDIT FOR PERIOD JANUARY 1, 2017 TO DECEMBER 31<sup>ST</sup> 2017 AS PREPARED BY BOWMAN AND CO.</b>
<b>2018-54</b>	<b>CONSIDER RESOLUTION REVISING THE CAPITALIZATION POLICY</b>
<b>2018-55</b>	<b>CONSIDER RESOLUTION REVISING THE HAGC COST ALLOCATION POLICY</b>
<b>2108-56</b>	<b>CONSIDER APPROVING THE REVISION OF THE HAGC CHECK SIGNING POLICY</b>
<b>2018-57</b>	<b>CONSIDER RESOLUTION APPROVING CONTRACT FOR ELECTRIC HEATER IN DEPTFORD PARK STAIR TOWERS MALCO ELECTRIC</b>
<b>2018-58</b>	<b>CONSIDER RESOLUTION AUTHORIZING AN EMERGENCY CONTRACT AWARDED TO WAYMAN FIRE PROTECTION, INC. PURSUANT TO N.J.S.A. 40A:11 EMERGENCY REPAIR</b>
<b>2018-59</b>	<b>CONSIDER AUTHORIZING EXECUTIVE SESSION</b>



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**Motion to approve the AGENDA:**

**MOTION: COMMISSIONER JOHN GIOVANNITTI**

**SECOND: COMMISSIONER DAN REED**

**COMMENTS FROM THE COMMISSIONERS:**

- Commissioner Smith and Chairman Bain shared their sincere thanks to Management and the Finance Staff.
- Commissioner Betty Purnell feels that Steve McComb will be really good in his new position as Resident Relations Coordinator. He was an excellent Security Guard.

**COMMENTS FROM THE PUBLIC:**

**No comments**

**MOTION: COMMISSIONER JOHN GIOVANNITTI**

**SECOND: COMMISSIONER FRANK SMITH**

**ADJOURNMENT:**

**A motion to ADJOURN:**

**MOTION: COMMISSIONER DAN REED**

**SECOND: COMMISSIONER FRANK SMITH**

All commissioners in favor

**Respectfully submitted,**

**Kimberly Gober, Secretary**

**Dated: August 14, 2018**