

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

OCTOBER 24, 2018

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A REGULAR Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkis on OCTOBER 24<sup>th</sup>, 2018, at 4:30 P.M.  
Chairman Bain called the meeting to order

**ROLL CALL:**

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

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

And the following was absent:

- ✓ Commissioner Frank Smith
- ✓ 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
- ✓ Grace Seeney, Financial Director
- ✓ Nelly Rojas, Administrative Aide
- ✓ Michael Jezierski, Accountant
- ✓ Paul Letizia, AHO Director
- ✓ Debbie Rumaker, Building Maintenance Worker
- ✓ Ed Mortimer, Building Superintendent
- ✓ Kate Di Vietro, Tenant Interviewer Investigator

**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:**

**OPEN MEETING TO THE PUBLIC:**

MOTION: Commissioner John Giovannitti  
SECOND: Commissioner Dan Reed

No public are in attendance.

**MOTION TO CLOSE:**

MOTION: Commissioner Dan Reed  
SECOND: Commissioner John Giovannitti

**APPROVAL OF THE 2019 BUDGET:**

MOTION: Commissioner John Giovannitti  
SECOND: Commissioner Dan Reed

**ROLL CALL VOTE:**

✓	<u>Chairman William W. Bain, Jr</u>	<u>yes</u>
✓	<u>Vice Chairman Reed</u>	<u>yes</u>
✓	<u>Commissioner Betty Purnell</u>	<u>yes</u>
✓	<u>Commissioner Giovannitti</u>	<u>yes</u>
✓	<u>Commissioner Scott Kintzing</u>	<u>yes</u>

**THE HAGC BUDGET IS APPROVED FY 2019.**

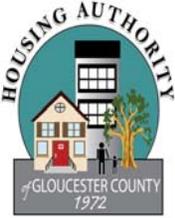
**CHAIRMAN BAIN RECOGNIZES EMPLOYEES:**

- ❖ **BUILDING SUPERVISOR EDWARD MORTIMER**
- ❖ **BUILDING MAINTENANCE WORKER DEBBIE RUMAKER**
- ❖ **TENANT INTERVIEWER KATIE DIVIETRO**

**Resolution # 18-91: Resolution of Sincere Thanks and Appreciation** is presented to these three employees of HAGC for their courage and compassion above and beyond the call of duty. The three employees were instrumental in stopping a physical assault on one of our residents at the Shepherd's Farm Senior Housing Complex. The Chairman voices how proud he is of the employees involved and words cannot convey enough, the appreciation of what they did for the resident. Executive Director Kim Gober added the specifics of the incident and again reiterates that HAGC cannot express to these employees how much HAGC would like to thank them. The Commissioners expressed sincere gratitude to the employees and presented them with a copy of the Resolution.

**MOTION TO APPROVE:**

Motion: Commissioner John Giovannitti.  
Second: Commissioner Dan Reed  
All in Favor



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Commissioner Betty Jane Purnell would like to add her appreciation to the employees. She feels very thankful to be the beneficiary of these kind and compassionate employees.

## MOTION FOR RESOLUTIONS:

Motion: Commissioner Dan Reed

Second: Commissioner John Giovannitti

## ☒ DIRECTOR'S REPORT –NOVEMBER 2018:

- CONTINUING RESOLUTION: Executive Director Kim Gober reports we are currently operating on a Continuing Resolution until December 7, 2018.
- HUD UPDATES FOR CAPITAL FUND PROGRAM: HUD implemented a new contract, put the contract on the website and if the Housing Authority drew down the money, it automatically meant the HA agreed to the contract. One of the clauses stated the HA would not sue HUD. HUD has since rescinded that after the industry groups balked at this.
- NANCY J. ELKIS: The building has had new cell towers installed on the roof, bringing in \$3400 each month for the lease.
- New flooring has been installed in the foyer at Elkis and we are very pleased with it. The Carpet is gone and the new product is a LVT Product and easy to maintain. The residents seem to like it as well.
- CARINO PARK: New fire alarm panel is being installed.
- COLONIAL PARK: HAGC purchased new LED lighting. This will save on Management time.
- SHEPHERD'S FARM: The budget is approved. (PRAC has been executed with a rent increase)
- RESOLUTIONS FOR EMEX: This is a Reverse Auction for Utilities ( Gas and Electric). We hope to have savings on the Utilities with this. The contract can be for 12, 18, or 24 months. They recommend 24 months.
- SECURITY: There are three Resolutions on the Agenda pertaining to the Security for the Buildings. The former Security Company went out of business and gave us very little time to prepare. We entered into a Contract for a month with Triton Security. Bids went out at the same time and We See You Security won the bids. Their credentials have been checked and passed.
- CONFERENCES:  
The Executive Director Kim Gober and the IT Director, Alma Asllanaj attended a Conference in Atlanta, GA for a Software User Conference from October 15-17. The Company who took over Tenmast, our software company, is MRI. MRI Focuses on the Real Estate Market. In the last year they have acquired 4 Software Companies that manage Affordable Housing. Right now they are developing a product will take the best components of all four software companies and blend them into a new product.



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They seem like a solid company.

Chairman Bain would like to thank Grace Seeney and her Finance Division on getting the Budgets done in time. It is a pleasure hearing the good things about the Housing Authority. He feels HAGC is about the best around with a staff who are dedicated.

**CORRESPONDENCE AND REPORTS:**

- A. Review and Action of Minutes –SEPTEMBER 2018
- B. Consider Interim Bill List, 18-010 Sections A, B, C, D
- C. Consider Bill List 18-010 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

**RESOLUTIONS:**

<b><u>18-84</u></b>	<b>RESOLUTION ESTABLISHING UPDATED PAYMENT STANDARDS FOR THE SECTION 8 HCV PROGRAM IN ACCORDANCE WITH THE FY2019 SMALL AREA FAIR MARKET RENTS</b>
<b><u>18-85</u></b>	<b>RESOLUTION ESTABLISHING UPDATED PAYMENT STANDARDS FOR THE HOME TENANT-BASED RENTAL ASSISTANCE PROGRAM IN ACCORDANCE WITH THE FY2019 SMALL AREA FAIR MARKET RENTS</b>
<b><u>18-86</u></b>	<b>RESOLUTION ESTABLISHING FLAT RENTS FOR PUBLIC HOUSING PROGRAM</b>
<b><u>18-87</u></b>	<b>RESOLUTION <u>APPROVING</u> THE HOUSING AUTHORITY OF GLOUCESTER COUNTY BUDGET FY2019</b>
<b><u>18-88</u></b>	<b>RESOLUTION APPROVING AN EMERGENCY CONTRACT FOR SECURITY GUARDS TRITON SECURITY</b>
<b><u>18-89</u></b>	<b>RESOLUTION AUTHORIZING AND APPROVING A CONTRACT FOR SECURITY GUARDS DEPTFORD PARK APARTMENTS WE SEE YOU SECURITY</b>
<b><u>18-90</u></b>	<b>RESOLUTION AUTHORIZING AND APPROVING A CONTRACT FOR SECURITY GUARDS CARINO PARK APARTMENTS WE SEE YOU SECURITY</b>



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<b><u>18-91</u></b>	<b>RESOLUTION OF SINCERE THANKS AND APPRECIATION TO HAGC EMPLOYEES, ED MORTIMER, DEB RUMAKER AND KATE DIVIETRO</b>
<b><u>18-92</u></b>	<b>RESOLUTION AUTHORIZING THE PURCHASE OF ELECTRICITY SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE</b>
<b><u>18-93</u></b>	<b>RESOLUTION AUTHORIZING THE PURCHASE OF NATURAL GAS SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE</b>
<b><u>18-94</u></b>	<b>RESOLUTION AUTHORIZING A REVISION OF FY2019 PROJECT NJ39P2045019</b>
<b><u>18-94</u></b>	<b>RESOLUTION AUTHORIZING EXECUTIVE SESSION</b>

Motion to approve the AGENDA:

**MOTION: COMMISSIONER JOHN GIOVANNITTI**  
**SECOND: COMMISSIONER BRENDEN GAROZZO**

**COMMENTS FROM THE COMMISSIONERS:**

No comments

**🌅 ADJOURNMENT:**

A motion to ADJOURN:

**MOTION: COMMISSIONER JOHN GIOVANNITTI**  
**SECOND: COMMISSIONER DAN REED**

All commissioners in favor

Respectfully submitted,

Kimberly Gober, Secretary

Dated: November 7, 2018