



The Housing Authority of Gloucester County

REGULAR BOARD MEETING

September 25th, 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 September 25, 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.
- ✓ 1st Vice Chairman Dan Reed (via conference call)
- ✓ 2nd Vice Chairman John Giovannitti
- ✓ Commissioner Frank Smith (via conference call)

And the following were absent:

- ✓ Treasurer Scott Kintzing
- ✓ Commissioner Brenden Garozzo

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
- ✓ Paul Letizia, AHO Director
- ✓ 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 HEARING:

Motion to Open the Public Hearing to Approve the Submission of the Annual and 5-year Agency Plan to HUD FY2020-2024. Notice of which was published in the newspaper as required by HUD.

Motion to open Public Hearing:

MOTION: 2nd Vice Chairman John Giovannitti

SECOND: Commissioner Frank Smith

ALL IN FAVOR

Not seeing anyone from the Public,

Motion to Close Public Hearing:

MOTION: 2nd Vice Chairman John Giovannitti

SECOND: Commissioner Frank Smith

ALL IN FAVOR

PUBLIC PORTION:

Agenda items only.

Motion to open to the Public:

MOTION: 2nd Vice Chairman John Giovannitti

SECOND: 1st Vice Chairman Dan Reed

ALL IN FAVOR

Not seeing anyone from the Public,

Motion to Close:

MOTION: Treasurer Scott Kintzing

SECOND: 1st Vice Chairman Dan Reed

ALL IN FAVOR

EXECUTIVE DIRECTOR REPORT:

- Congress passed a Continuing Resolution, so that the Government can remain open past September 30th, 2019 and this resolution is good thru November 21st2019. The T-HUD Appropriations Bill was approved by the full Senate Committee on September 19th. There is information on today's packet that explains this in more detail, none the less, HAGC should receive their funding thru November.
- Commissioner Frank Smith would like to know if HAGC has enough money available at hand to continue our operations. E.D. Gober indicates that if the Government shuts down after November, HAGC would prioritize expenses, payroll being the main concern, and then determine how long we could sustain operations based on cash on hand.
- Commissioner Smith asks if HAGC has considered opening a line of credit with a bank, borrow money and repay when HUD funding becomes available again. E.D. Gober indicates that HAGC has not consider that possibility, however, it can be explored in conjunction with other financial options.

- Chairman Bain indicates that if at any time Commissioner Smith has a suggestion for E.D. Gober, he is welcome to call, or email her directly, his ideas may be helpful and worth reviewing due to his banking experience.
- Commissioner Smith suggest involving Treasurer Scott Kintzing in this conversation, as he has the background and knowledge necessary to make suggestions.
- E.D. Gober indicates that on the Agenda is the Audit FY2018, again, the reason that is being re-presented is because there were some changes to the supplementary information previously given, in particular, the Financial Data Schedule.
- Finance Director Grace Seeney further indicates that the Financial Statements included with the Audit that was previously approved were correct, however, the supplemental information that gets submitted to HUD needed to reflect the elimination and reclassification of entries for Colonial Park and Pop, that were added to the Audit this year. This information is currently uploaded to the HUD website and due on September 30th, however, due to technical difficulties on HUD's end, it has not been submitted. HUD has specified that no penalties would be handed, since the issue is on their end.
- E.D. Gober points to the Financial Statements for the period ended August 31st, 2019 showing a loss of \$1.3M, as previously discussed, HAGC has significant non-cash entries. The OPEB (GASB75), Pension expense for the unfunded portion (GASB68) and depreciation, all total \$1.9M, which is greater then the loss noted.
- Commissioner Smith would like to note that to the best of his knowledge, all Housing Authorities must follow the same protocol to cover the short falls from the state to cover the pensions, and that these number do not reflect a deficiency in our end.
- E.D. Gober indicates that Colonial Park passed inspection for the installation of the tank, and the old tank was removed. Chairman Bain would like to thank 1st Vice Chairman Dan Reed for his time and assistance on this project.
- The Waitlist for the S8 HCV was opened during the first week of August and we received 2,915 applications. The employee tasked with maintaining the waitlist is out on FMLA, so the staff has worked overtime to begin entering these applications on the system.
- HAGC moved to a system called Paychex Flex for payroll purposes, which is a more efficient system that can be accessed online.
- Resolution #19-93 is being tabled due to a missing clause on the IFB that would require payment of prevailing wages. After counsel review, the resolution may be presented for approval during our next Board meeting.
- Resolution #19-92 asks for authorization to file an application for a grant on the FSS program, when available, the NOFA has not been published yet, however, it is anticipated to have a very short turn around, and most likely be over before the next Board meeting.
- Commissioner Smith would like to thank E.D. Gober and her team for a job well done so far, as he understands that there are many details to getting to the core of any given resolution.

NO FURTHER COMMENTS OR CONCERNS FROM THE COMMISSIONERS

AGENDA:

- A. Review and Action of Minutes –AUGUST 2019
- B. Consider Interim Bill List, 19-09 Sections A, B, C, D
- C. Consider Bill List 19-09 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

19-85	CONSIDER RESOLUTION AUTHORIZING AND APPROVING THE 5-YEAR PLAN FY2020-2024 FOR SUBMISSION TO HUD
19-86	CONSIDER RESOLUTION APPROVING THE PHA CERTIFICATIONS OF COMPLIANCE WITH THE PHA PLANS AND RELATED REGULATIONS - RESOLUTION TO ACCOMPANY THE 5-YEAR PHA PLAN (HUD 50077ST)
19-87	CONSIDER RESOLUTION AUTHORIZING AND APPROVING SUBMISSION OF CAPITAL FUND PROGRAM BUDGET HUD FORMS ANNUAL STATEMENT FY2020 AND 5-YEAR ACTION PLAN FY2020-2024
19-88	CONSIDER RESOLUTION AUTHORIZING A REVISION TO THE SECTION 8 ADMINISTRATIVE PLAN
19-89	CONSIDER RESOLUTION AUTHORIZING A REVISION TO THE ADMISSIONS AND CONTINUED OCCUPANCY POLICY
19-90	CONSIDER RESOLUTION AUTHORIZING A REVISION TO THE GRIEVANCE PROCEDURE POLICY
19-91	CONSIDER RESOLUTION AUTHORIZING A REVISION TO THE PET POLICY
19-92	CONSIDER RESOLUTION AUTHORIZING APPLICATION FOR FUNDS ADVERTISED IN HUD NOFA FAMILY SELF SUFFICIENCY (FSS) PROGRAM
19-93	CONSIDER RESOLUTION APPROVING A CONTRACT FOR CARPET INSTALLATION AT VARIOUS MANAGED PROPERTIES – TABLED Motion to table: 2 nd Vice Chairman John Giovannitti Second: Commissioner Frank Smith
19-94	CONSIDER RESOLUTION APPROVING CONTRACT FOR REPLACEMENT OF COMMUNITY ROOM DOORS AT DEPTFORD AND CARINO PARK
19-95	CONSIDER RESOLUTION APPROVING CONTRACT FOR REPLACEMENT OF COMMUNITY ROOM FLOOR AT DEPTFORD AND CARINO PARK
19-96	CONSIDER RESOLUTION AUTHORIZING AN INCREASE IN PUBLIC HOUSING FLAT RENTS
19-97	CONSIDER RESOLUTION ACCEPTING AND APPROVING AUDIT FOR PERIOD JANUARY 1, 2018 TO DECEMBER 31, 2018 WITH REVISED FINANCIAL DATA SCHEDULE AS PREPARED BY BOWMAN & COMPANY LLP
19-98	CONSIDER RESOLUTION APPROVING EXECUTIVE SESSION - TABLED

MOTION TO APPROVE THE RESOLUTIONS:

MOTION: 2nd Vice Chairman John Giovannitti

SECOND: Commissioner Frank Smith

ALL IN FAVOR

COMMENTS OR QUESTIONS FROM THE PUBLIC:

MOTION: 2nd Vice Chairman John Giovannitti
SECOND: 1st Vice Chairman Dan Reed
ALL IN FAVOR

Seeing no members of the Public, motion to close,

MOTION: 2nd Vice Chairman John Giovannitti
SECOND: Commissioner Frank Smith
ALL IN FAVOR

NO COMMENTS OR CONCERNS FROM THE COMMISSIONERS

ADJOURNMENT:

MOTION: 2nd Vice Chairman John Giovannitti
SECOND: 1st Vice Chairman Dan Reed
ALL IN FAVOR

Respectfully submitted,



Kimberly Gober, Secretary

Dated: September 25, 2019