



The Housing Authority of
Gloucester County
REGULAR BOARD MEETING

SEPTEMBER 26, 2018

A REGULAR Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkis, SEPTEMBER 26, 2018, 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.
- ✓ Commissioner Betty Jane Purnell (via telephone)
- ✓ Commissioner Brenden Garozzo
- ✓ Vice Chairman Daniel Reed
- ✓ Commissioner John Giovannitti (arrived at 4:35 PM)

And the following was absent:

- ✓ Commissioner Frank Smith
- ✓ Commissioner Scott Kintzing

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

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:

ANNUAL AGENCY PLAN HEARING FY 2019

PUBLIC PORTION: On the Agency Plan

18-76	CONSIDER RESOLUTION AUTHORIZING AND APPROVING THE ANNUAL PLAN FY 2019 FOR SUBMISSION TO HUD
18-77	CONSIDER RESOLUTION APPROVING THE PHA CERTIFICATIONS OF COMPLIANCE WITH THE PHA PLANS AND RELATED REGULATIONS: RESOLUTION TO ACCOMPANY THE 2019 ANNUAL PHA PLAN (HUD 50077ST)
18-78	RESOLUTION AUTHORIZING AND APPROVING SUBMISSION OF CAPITAL FUND PROGRAM BUDGET HUD FORMS 50075.1 ANNUAL STATEMENT FY2019 AND 50075.2 5-YEAR ACTION PLAN FY2019-2023

The Chairman opened the meeting to the Public and there were no comments from the Public.

Motion to Approve:

MOTION: COMMISSIONER DAN REED
SECOND: COMMISSIONER BRENDEN GAROZZO
ROLL CALL: (✓) YES VOTE
✓ CHAIRMAN BAIN
✓ VICE CHAIRMAN REED
✓ COMMISSIONER PURNELL
✓ COMMISSIONER GAROZZO

Motion to Close:

MOTION: COMMISSIONER DAN REED
SECOND: COMMISSIONER BRENDEN GAROZZO
ROLL CALL: (✓) YES VOTE
✓ CHAIRMAN BAIN
✓ VICE CHAIRMAN REED
✓ COMMISSIONER PURNELL
✓ COMMISSIONER GAROZZO



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DIRECTOR'S REPORT –SEPTEMBER 2018

- **REVISING THE AUDIT CONTRACT:** Resolution #18-80. Commissioner Kintzing questioned this Resolution last month and he was correct to question it. A revision is on the Agenda.
- **ARTICLE ABOUT THE BRIDGETON HOUSING AUTHORITY:** An employee was arrested for stealing \$20,000 from the Authority. HAGC internal controls prevent this from happening here. We need two signatures for each check sent.
- **HOUSING CHOICE VOUCHER PROGRAM:** HUD is increasing the Administrative Fee Proration to 80% ...but...it is subject to change at the end of the year. At this time HUD is going to give us 80 cents on the dollar of what it actually takes to run the program.
- **VOUCHER APPLICATION AWARD:** We received \$361,191.00 for 40 Mainstream Vouchers. The staff will have to work overtime to get these leased up. We have a letter of intent with ARC and we will be working with ARC on these vouchers. The Executive Director would like to thank Jessica Laine for the hard work she put into this. Chairman Bain would like to add he would like to thank all of our staff and how hard they work for HAGC. Commissioner Purnell agrees.
COMMISSIONER JOHN GIOVANNITTI ARRIVES AT 4:35PM.
- **CAMP SALUTE:** The staff has been working hard as well as putting in overtime on the Camp Salute Vouchers. The HAP contract begins November 1, 2018 after all approvals are done.
- **PUBLIC HOUSING:** RAD applications were submitted in a timely manner.
- **LEAD BASED PAINT AWARD:** A big thank you to Nelly Rojas for being the “go to person” on this. Paul Letizia provided the information and Nelly put it all together. We were awarded \$786,000 to identify and eliminate lead based paint in the 62 Scattered Site homes.
- **HUD AND SCATTERED SITE HOMES:** Paul Letizia, Kim Gober and Jessica Laine watched a teleconference on how HUD is recognizing that Housing Authorities should dispose of the Scattered Site homes. HAGC spent about \$200,000 more last year than the previous year on these homes. A Special Application Center (SAC) is in place. We will work with the Consultant on the Application for this and the best way to proceed. The Committee for this is Commissioner Brenden Garozzo, Commissioner Frank Smith and Chairman Bill Bain. We can apply for tenant protection vouchers as well.
- **COLONIAL PARK:** We will be replacing flooring on the first floor. We are trying a new product; it looks like a hardwood floor and it is called LVT.
- **NANCY J. ELKIS:** We are doing the same installation in Nancy J. Elkis.
- **SHEPHERDS FARM:** We are replacing the first floor carpeting and resurfacing the parking lot.
- **NI TRANSIT:** They are on board to change the bus stop from in front of Budds Pools to in front of the Nancy J. Elkis building.



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• **CONFERENCES:**

1. The Executive Director will be attending the Governor’s Conference October 2 & 3.
2. The Executive Director and the MIS Director will be attending a Conference in Atlanta, GA for a user conference from October 15-17. The Company who took over Tenmast, our software company, is organizing this conference.
3. PHADA Commissioner Conference will be held in Miami, January 6-10. Please call Stella if you would like to attend.

✍CORRESPONDENCE AND REPORTS:

- A. Review and Action of Minutes –AUGUST 2018
- B. Consider Interim Bill List, 18-09 Sections A, B, C, D
- C. Consider Bill List 18-09 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,J

📄RESOLUTIONS:

<u>18-79</u>	CONSIDER RESOLUTION RENEWING AGREEMENT BETWEEN HAGC AND THE COUNTY OF GLOUCESTER (TBRA) AND AMENDING THE AGREEMENT FOR 9/1/17 TO 8/31/18
<u>18-80</u>	CONSIDER RESOLUTION <u>REVISING</u> THE HAGC AUDIT CONTRACT FY2018 BOWMAN AND CO. LLC
<u>18-81</u>	CONSIDER RESOLUTION AUTHORIZING CONTRACTS WITH APPROVED STATE CONTRACT VENDORS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40a:11-12a NASPO VALUPOINT COMPUTER MO483
<u>18-82</u>	CONSIDER RESOLUTION AUTHORIZING CONTRACTS WITH APPROVED STATE CONTRACT VENDORS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40a:11-12a <i>LOWES HOME IMPROVEMENT HARDWARE STORES</i>
<u>18-83</u>	RESOLUTION AUTHORIZING EXECUTIVE SESSION



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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 GIOVANITTI
SECOND: COMMISSIONER BRENDEN GAROZZO
All commissioners in favor

Respectfully submitted,

Kimberly Gober, Secretary

Dated: October 2, 2018