



# **The Housing Authority of Gloucester County**

REGULAR BOARD MEETING

*DECEMBER 16, 2020*

**A Regular Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkis Building, on December 16, 2020 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.
- ✓ 1<sup>st</sup> Vice Chairman Dan Reed (via Conference Call)
- ✓ 2<sup>nd</sup> Vice Chairman John Giovannitti (via Conference Call)
- ✓ Commissioner Scott Kintzing (via Conference Call)
- ✓ Commissioner Brenden Garozzo (via Conference Call)
- ✓ Commissioner Frank Smith (via Conference Call)

**And the following were absent:**

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

**Also in attendance were:**

- ✓ Jeff Daniels, Esq., Solicitor
- ✓ Kimberly Gober, Executive Director
- ✓ Paul Letizia, AHO Director
- ✓ Jessica Laine, Esq., Assistant to the Executive Director (via Conference Call)
- ✓ Nelly Rojas, Administrative Assistant
- ✓ Dana Dunfee, Administrative Aide (via Conference Call)
- ✓ Grace Seeney, Finance Director (via Conference Call)
- ✓ Michael Jezierski, Accountant (via Conference Call)

## **SOLICITOR:**

The Solicitor stated, "In accordance with the Open Public Meetings Act of 1975, this meeting is called to order pursuant to notice of Regular 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 PORTION:**

Agenda items only.

### **Motion to open Public Portion:**

MOTION: 2<sup>nd</sup> Vice Chairman John Giovannitti

SECOND: Commissioner Frank Smith

ALL IN FAVOR

Seeing no members of the Public, (No members of Public on Conference Call Line)

**Motion to Close Public Portion:**

MOTION: 1<sup>st</sup> Vice Chairman Daniel Reed

SECOND: Commissioner Frank Smith

ALL IN FAVOR

**EXECUTIVE DIRECTOR REPORT:**

- E.D. Gober indicates several resolutions involve remote activities/operations. The first is resolution 20-124, a remote public meetings policy, the state had issued guidance on conducting the meetings, we will be changing the format of the meetings and the opening statement will change, counsel has reviewed this policy. Resolution 20-126 involves changes to our Section 8 Administrative Plan to permit remote Tenant Briefings, previously participants in the Housing Choice Program would come to our office for the briefing and to obtain their voucher. HUD issued guidance on how to conduct remote briefings and it is an item we have to permit in our Administrative Plan, it is an efficiency that we can continue with beyond the pandemic. Video Inspections are another change, although we may not utilize all the time, we do want the ability to use this feature when needed. This will allow us to use a proxy and a smartphone/tablet to perform inspections, for instance if someone in a unit is sick or a special inspection is needed for infestations, HAGC would not want our inspectors entering the unit. HUD has issued guidance and HAGC must amend the policy to allow it. Resolution 20-127 involves updating the Grievance Policy, HUD has issued guidance on conducting the grievances remotely, which we have been doing. HAGC has to offer video, but we can not require video if the grieving party does not wish to participate by video they can participate by phone, but HAGC has to offer the option.

- E.D. Gober indicates with the Coronavirus, New Jersey is still experiencing a surge. The highest peak of new cases was on December 12<sup>th</sup> with 6,427 cases at the state level, as of December 16<sup>th</sup> there were 5,803 new cases. At the County level December 5<sup>th</sup> was our peak with 281 cases and of December 16<sup>th</sup> there were 131 cases, on December 15<sup>th</sup> the number was 62, The reporting of numbers comes from the testing facilities, they get the information are responsible to report to the Department of Health. HAGC's buildings remain closed to the public and our activities remain closed for the residents. In Gloucester County there were 15 long term care facilities with active outbreaks, 285 resident active cases and 211 staff active cases. Gloucester county has 6 schools with confirmed outbreaks with 37 cases linked to them. There has been a surge in the hospitals as well. HAGC continues our mitigation efforts by continuing the 7 day a week cleaning and disinfecting and keeping our protocols in effect. Deptford Township has 1,529 cases and 101 deaths, Glassboro has 1,209 cases and 16 deaths, Monroe Township has 1,326 cases and 23 deaths, West Deptford has 756 cases, and 25 deaths and Woodbury has 391 cases and 13 deaths, these statistics are as of December 16<sup>th</sup>.

- E.D. Gober indicates there is no Federal Appropriations Budget yet and that Congress has extended the continuing resolution that expired December 11<sup>th</sup> until December 18<sup>th</sup>, the thinking from the NAHRO Legislative Committee is that since they were close to finalizing, they only extended for a week. The COVID Relief bill includes \$25 Billion in rental assistance and they plan to extend the CDC Eviction Moratorium.

- E.D. Gober mentions the plan for the 62 scattered site homes and the RAD conversions of Deptford and Carino Park Apartments.

- E.D. Gober indicates that the Financials have been issued through November 30<sup>th</sup>, there is a net loss, the biggest component is depreciation.

- E.D Gober indicates on the agenda is resolution 20-118, the second reading of the budget adoption.
- Commissioner Brenden Garozzo indicates if needed he is able to provide support and resources on contact tracing or associated policies, as well as information on restrictions associated with the percent of population that is affected by COVID in an area.
- Commissioner Scott Kintzing inquires on the budget if it shows projected pay increases. E.D. Gober indicates when the budget is prepared the Finance Director, Grace Seeney includes a 2% increase over current salaries.

**NO FURTHER COMMENTS OR CONCERNS FROM THE COMMISSIONERS**

**AGENDA:**

- Review and Action of Minutes – NOVEMBER 2020
- Consider Interim Bill List, 20-12 Sections A, B, C, D
- Consider Bill List 20-12 E, F, G, H
- Consider Ratification of GCHDC, Seniors, Shepherd’s Farm, eMurphyg, Inc., PMURC, Inc. Sections A, B, C, D, E, F
- Consider Acknowledgment of Pop Moylan, Colonial Park LP Sections G, H, I, J

**RESOLUTIONS**

20-118	CONSIDER RESOLUTION ADOPTING BUDGET FY2021 <b>ROLL CALL VOTE</b> MOTION: 1 <sup>ST</sup> Vice Chairman Daniel Reed SECOND: Commissioner Brenden Garozzo ALL IN FAVOR
20-119	CONSIDER RESOLUTION DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER(P.A.C.O.)
20-120	CONSIDER RESOLUTION ACCEPTING MONIES FROM CDBG FUNDS FROM GLOUCESTER COUNTY
20-121	CONSIDER RESOLUTION AUTHORIZING EXTENSION OF THE CONTRACT FOR LAWN MAINTENANCE - DEPTFORD
20-122	CONSIDER RESOLUTION AUTHORIZING EXTENSION OF THE CONTRACT FOR LAWN MAINTENANCE - CARINO
20-123	CONSIDER RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR A&E SERVICES FOR RCSJ SPECIAL NEEDS PROJECT
20-124	CONSIDER RESOLUTION AUTHORIZING THE IMPLEMENTATION OF REMOTE PUBLIC MEETING POLICY
20-125	CONSIDER RESOLUTION AUTHORIZONG DISPOSITION AND WRITE OFF OF EXPENDED PROPERTY
20-126	CONSIDER RESOLUTION AUTHORIZING A REVISION TO THE SECTION 8 ADMINISTRATIVE PLAN
20-127	CONSIDER RESOLUTION AUTHORIZING UPDATE OF GRIEVANCE POLICY
20-128	CONSIDER RESOLUTION AUTHORIZING EXECUTIVE SESSION - <b>TABLED</b>

**MOTION TO APPROVE THE AGENDA ITEMS**

MOTION: Commissioner Frank Smith  
SECOND: Commissioner Brenden Garozzo  
ALL IN FAVOR

**COMMENTS OR GENERAL QUESTIONS FROM THE PUBLIC:**

MOTION: 2<sup>nd</sup> Vice Chairman John Giovannitti  
SECOND: Commissioner Frank Smith  
ALL IN FAVOR

Seeing no members of the Public, motion to close, (via Conference Call)

MOTION: Commissioner Frank Smith  
SECOND: Commissioner Brenden Garozzo  
ALL IN FAVOR

**ADJOURNMENT:**

MOTION: 1<sup>st</sup> Vice Chairman Daniel Reed  
SECOND: 2<sup>nd</sup> Vice Chairman John Giovannitti  
ALL IN FAVOR

**Respectfully submitted,**



**Kimberly Gober, Secretary**  
**Dated: DECEMBER 16, 2020**