



The Housing Authority of Gloucester County

REGULAR BOARD MEETING

November 22, 2021

A Regular Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkins Building, on Monday, November 22, 2021 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 Daniel Reed (Virtually)
- ✓ 2nd Vice Chairman John Giovannitti (Virtually)
- ✓ Commissioner Scott Kintzing
- ✓ Commissioner Brenden Garozzo (Virtually)
- ✓ Commissioner Frank Smith (Virtually)

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
- ✓ Nelly Rojas, Administrative Assistant
- ✓ Dana Dunfee, Administrative Aide (Virtually)
- ✓ Grace Seeney, Finance Director
- ✓ Michael Jezierski, Accountant (Virtually)

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: Commissioner Scott Kintzing

SECOND: Commissioner Frank Smith

ALL IN FAVOR

Seeing no members of the Public,

Motion to Close Public Portion:

MOTION: Commissioner Frank Smith

SECOND: 1st Vice Chairman Daniel Reed

ALL IN FAVOR

EXECUTIVE DIRECTOR REPORT:

- E.D. Gober indicates that last month's Res #21-117 contained a clerical error and that Res #21-119 corrects that clerical error. Jeffery Daniels, Esq. indicates that Res #21-117 had incorrectly listed the contract to Journey Contracting and then awarded the contract to Tortorice Contractors. Jeffery Daniels, Esq. indicates HAGC could not legally award the contract to Journey Contractors as they were not the lowest responsive bidder. The lowest responsive bidder was Tortorice Contractors and Res #21-119 clarifies the record and properly awards the contract to Tortorice Contractors.
- E.D. Gober indicates The DaVinci Group that inspected Deptford Park Apartments from a structural perspective provided a written report to HAGC summarizing that all is within acceptable construction tolerances.
- E.D. Gober indicates the Shepherd's Farm Roofing job has been overseen by AHO and the contractor has advised they are 100% done. AHO and the Consultant inspected and had some punch list items, which the contractors completed and AHO will go back on site to check the completion of the punch list items.
- E.D. Gober advises that Shepherd's Farm year end was September 30th, their audit is in draft form and the exit conference is scheduled.
- E.D. Gober indicates that Res #21-120, #21-121 and #21-122 recommend professional staff for Legal, Development Consultant and Audit services.
- E.D. Gober indicates that Rowan College of South Jersey obtained on November 3rd preliminary and final site plans from Deptford Township, the funding application is being reviewed by underwriting at the HMFA and we have submitted a draw request for predevelopment expenses to the County. Our process is that once we create the request we submit to consultant for review and the consultant then submits the request to the County.
- E.D. Gober indicates GHA's groundbreaking ceremony has taken place November 19, 2021, E.D. Gober thanks all available to attend.
- E.D. Gober and AHO Director, Paul Letizia indicate there is a water leak at Carino Park Apartments involving the jockey pump. The Board is asked to deem this an emergency, E.D. Gober indicates this issue does meet the State's criteria of an emergency as it can affect the health and safety of residents. AHO Director, Paul Letizia also performed an independent price check on the needed equipment.
- E.D. Gober indicates the Build Back Better act has passed the House and is now with the Senate, it is anticipated the Senate will make changes to then be sent back to the House before being in front of the President. E.D. Gober indicates we are still operating under a continuing resolution that expires December 3rd, an extension is believed to be inevitable.
- E.D. Gober indicates the debt ceiling will be out by December 15th, we will keep and eye on this. We continue to advocate for our causes and housing funding.
- E.D. Gober indicates HAGC's next meeting will be held a week early on December 15th.
- E.D. Gober indicates HAGC is working on a FEMA application from Hurricane Ida, our request is around \$18K.

NO FURTHER COMMENTS OR CONCERNS FROM THE COMMISSIONERS

Motion to Approve the Reports:

MOTION: Commissioner Scott Kintzing

SECOND: Commissioner Frank Smith

ALL IN FAVOR

AGENDA:

- A. Review and Action of Minutes – OCTOBER 2021
- B. Consider Interim Bill List, 21-11 Sections A, B, C, D
- C. Consider Bill List 21-11 Sections 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

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| 21-119 | CONSIDER RESOLUTION AUTHORIZING EXECUTION OF THE CONTRACT FOR ROOF REPLACEMENT OF 5 SCATTERED SITES HOMES UNDER NJ204-1 PUBLIC HOUSING |
| 21-120 | CONSIDER RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR PRIMARY AND SECONDARY LEGAL SERVICES FY22 |
| 21-121 | CONSIDER RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR HOUSING DEVELOPMENT CONSULTANT SERVICES FY22 |
| 21-122 | CONSIDER RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR AUDIT SERVICES FYE2021 |
| 21-123 | CONSIDER RESOLUTION APPROVING AND RATIFYING EXECUTION OF AGREEMENT FOR IT CONSULTING SERVICES |
| 21-124 | CONSIDER RESOLUTION VOIDING OUTSTANDING CHECKS AND AUTHORIZING THE HOLDING OF SAID FUNDS AS UNCLAIMED PROPERTY |
| 21-125 | CONSIDER RESOLUTION AUTHORIZING EXECUTIVE SESSION - TABLED |
| 21-126 | CONSIDER RESOLUTION FOR EMERGENCY REPAIR TO JOCKEY PUMP AT CARINO PARK APARTMENTS |

MOTION TO APPROVE THE AGENDA ITEMS

MOTION: 2nd Vice Chairman John Giovannitti
SECOND: Commissioner Scott Kintzing
ALL IN FAVOR

COMMENTS OR GENERAL QUESTIONS FROM THE PUBLIC:

MOTION: Commissioner Frank Smith
SECOND: 1st Vice Chairman Daniel Reed
ALL IN FAVOR

Seeing no members of the Public,

MOTION: Commissioner Frank Smith
SECOND: 1st Vice Chairman Daniel Reed
ALL IN FAVOR

ADJOURNMENT:

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

Respectfully submitted,



Kimberly Gober, Secretary
Dated: NOVEMBER 22, 2021