



The Housing Authority of Gloucester County

REGULAR BOARD MEETING

June 28, 2023

A Regular Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkis Building, on Wednesday, May 24, 2023 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 John Giovannitti
- ✓ Treasurer Scott Kintzing
- ✓ Commissioner Brenden Garozzo
- ✓ Commissioner Daniel Reed

And the following were absent:

The Secretary notified the Solicitor that a quorum is present.

Also in attendance were:

- ✓ James Pierson, Esq., Solicitor
- ✓ Kimberly Gober, Executive Director
- ✓ Nelly Rojas, Executive Assistant
- ✓ Dana Trasferini, Administrative Specialist
- ✓ 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 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: 1st Vice Chairman John Giovannitti

SECOND: Commissioner Scott Kintzing

ALL IN FAVOR

Seeing no members of the Public.

MOTION TO CLOSE PUBLIC PORTION:

MOTION: Commissioner Brenden Garozzo

SECOND: 1st Vice Chairman John Giovannitti

ALL IN FAVOR

EXECUTIVE DIRECTOR REPORT:

- E.D. Gober advises the Board the pilot work week program will begin on July 3, 2023 in accordance with the terms set forth by the Board. Solicitor, James Pierson, Esq. highlights there will be three potential schedules for the various employees Monday through Thursday or Tuesday through Friday or for employees who can't do that there is a five-day schedule at 7.12 hours. E.D. Gober has the discretion to work through the details and approve scheduling Kim will have to approve all the scheduling and how vacation time is affected. The nontraditional employees like the guards who have to have 24/7 coverage will be working 40 hour per week and then receive the four hours administrative time on top of that in essence, getting those four hours at time and a half overtime. E.D. Gober will report back to the Board after a couple of months. E.D. Gober indicates there is a memo in the Board packets containing the details that were communicated to the staff. Chairman William W. Bain inquires how the staff is responding to the pilot, E.D. Goer advises the staff is responding positively.
- E.D. Gober indicates in regard to GASB 68, which is the unfunded liability for the pensions, that there's a report that the state issues annually that usually stalls the completion of HAGC's audit, has just been released in June so the audits will soon be completed and presented to the Commissioners. E.D. Gober indicates overall we have a \$1.064M loss and when considering the non-cash entries \$937K in depreciation, \$368K for other post-employment benefits and then \$394K for the pension liability, HAGC's cash flow is about \$636K. There is a discussion regarding the amount of liability from post-employment benefits. HAGC stopped post-employment benefits in October of 2019, the benefits are no longer available to future hires as of that date. E.D. Gober adds the Accounting Standards Board made the calculation much more conservative, which increased it significantly. E.D. Gober advises the Board of a call with HUD Washington through PHADA, and it was to contend the point that HUD fund these expenses.
- E.D. Gober indicates the Housing Authority applied for a cyber security grant through the New Jersey Public Housing Authority Joint Insurance Fund and the grant is for training and software. The IT Director participated in a weeklong training with respect to cybersecurity. The IT Assistant was also selected to participate in the training and will do so in a couple of weeks. There will be some other opportunities from a software perspective. E.D. Gober advises the Board we are very pleased with the products and the training products that the JIF Insurance program provides. Commissioner Scott Kintzing discusses HAGC's risk for cyber security, E.D. Gober indicates that HAGC does hold quite a bit of personal PII. Commissioner Brenden Garozzo provides an example of being hacked to the Board. NJ PHAJIF will be onsite to perform a Right To Know inspection and a Loss Inspection of our covered properties with the JIF. The JIF does not cover Shepherd's Farm because it has a separate board or NESH or Colonial Park because they are tax credit properties. For the properties not covered by the JIF, we have secured insurance through Assured Partners.
- E.D. Gober advises the Board that the annual meetings in July will be held at Riverwinds. A notice will be published in the newspaper advising the public.
- E.D. Gober advises the Board that GCHDC met and awarded a construction contract to Gardner in the amount of \$9.298M, and the award of the contract is subject to three provisions. One was receiving sales tax exemption, which we received notification of today was approved. Two was for HUD to approve a subsidy layering review, and third is the award of the federal funding. GCHDC had originally applied for State affordable Housing Trust Funds, which we were awarded, but wasn't sufficient money when we advertised for bids for the construction contracts. GCHDC then put the bids out two different times and were rejected, the state advised the project better fits the Federal model which GCHDC then applied for, and we were advised on June 12th that the Commissioner approved the award of the federal money in the amount of 7.365 million. GCHDC has an e-mail notification, but we have not yet received the executed grant contract. The next step with respect to the construction contract is to start value engineering.
- E.D. Gober advises the Board that Chairman William W. Bain, Jr. and Commissioner Scott Kintzing visited the Security Operations Center and at the last meeting we spoke about upgrading the cameras, at this time we had gotten informal quotes and will go out for public procurement. We have an RFP for competitive contracting, it is in accordance with New Jersey's Local Public Contracts Law and was published prior to the Board Meeting. Chairman William W. Bain, Jr indicates he would urge the Commissioners to reach out

to Kim and Paul to make a visit to the Security Office to see the progress and that the new security program has been a good way to protect our residents and provide any suggestions to Kim or Paul on anything that could be improved or done. Chairman William W. Bain, Jr. is grateful for the work that AHO and the IT Department have put into the new security program.

NO FURTHER COMMENTS OR CONCERNS FROM THE COMMISSIONERS

AGENDA:

- A. Review and Action of Minutes – MAY 2023
- B. Consider Interim Bill List, 23-06 Sections A, B, C, D
- C. Consider Bill List 23-06 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

23-53	CONSIDER RESOLUTION RATIFYING RENEWAL OF CONTRACT FOR PHONE SYSTEM
23-54	CONSIDER RESOLUTION VOIDING OUTSTANDING CHECKS WRITTEN ON VARIOUS ACCOUNTS DATED PRIOR 06/28/2023
23-55	CONSIDER RESOLUTION AUTHORIZING AND APPROVING A CHANGE TO THE BY-LAWS OF GCHDC
23-56	CONSIDER RESOLUTION AUTHORIZING PURCHASE OF ONE TRACTOR FOR THE USE OF HAGC
23-57	CONSIDER RESOLUTION TO OBTAIN RFPs THRU COMPETITIVE CONTRACTING FOR NEW CAMERA SYSTEM
23-58	CONSIDER RESOLUTION AUTHORIZING EXECUTIVE SESSION TABLED

MOTION TO APPROVE THE AGENDA ITEMS

MOTION: 1st Vice Chairman John Giovannitti

SECOND: Commissioner Scott Kintzing

ALL IN FAVOR

PUBLIC PORTION:

Any comments from the public.

MOTION TO OPEN PUBLIC PORTION:

MOTION: Commissioner Brenden Garozzo

SECOND: Commissioner Scott Kintzing

ALL IN FAVOR

Seeing no members of the Public.

MOTION TO CLOSE PUBLIC PORTION:

MOTION: Commissioner Brenden Garozzo

SECOND: Commissioner Scott Kintzing

ALL IN FAVOR

 **ADJOURNMENT:**

MOTION TO ADJOURN:

MOTION: Commissioner Brenden Garozzo

SECOND: Commissioner Scott Kintzing

ALL IN FAVOR

Respectfully submitted,



Kimberly Gober, Secretary

Dated: June 28, 2023