



# **The Housing Authority of Gloucester County**

REGULAR BOARD MEETING

NOVEMBER 15, 2023

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**A Regular Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkins Building, on Wednesday, November 15, 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.
- ✓ 1<sup>st</sup> Vice Chairman John Giovannitti
- ✓ 2<sup>nd</sup> Vice Chairman Brenden Garozzo
- ✓ Treasurer Scott Kintzing
- ✓ Commissioner Daniel Reed

**And the following were absent:**

None.

**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
- ✓ 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: Commissioner Scott Kintzing

SECOND: Commissioner Daniel Reed

ALL IN FAVOR

Seeing no members of the Public.

### **MOTION TO CLOSE PUBLIC PORTION:**

MOTION: Commissioner Scott Kintzing

SECOND: Commissioner Daniel Reed

ALL IN FAVOR

## **EXECUTIVE DIRECTOR REPORT:**

- E.D. Gober thanks the Commissioners and staff that setup and were able to attend the Residences at South College Drive Groundbreaking event. Closing took place on November 13, 2023 with the NJDCA for funding and GCHDC is now the lessee of the property at RCSJ. Notice to proceed is anticipated to be issued any day.
- E.D. Gober indicates the Federal Government has passed a second continuing resolution, for the T-HUD portion of the bill there are two expiration dates, one expires January 19, 2024 and the second expiration date of February 2, 2024 is for commerce, justice, science, defense and financial, more detailed information is contained in the article included in the board packet.
- E.D. Gober advises the Board that there has been a flood at Carino Park Apartments starting on the eighth floor caused by a resident plugging the sink and falling asleep with the water on. Two residents were displaced for a short period of time. All repairs were completed in-house.
- E.D. Gober provides an update on the Colonial Park unit where there was a fire. Two units were damaged, the fire damaged unit itself is not rehabilitated yet, the unit below the fire did incur water damage and the resident was temporarily displaced, but since then all repairs have been made and the resident is back in the unit below.
- E.D. Gober indicates the agenda includes RES# 23-113, 23-114, and 23-115 regarding the RFPs for professional services. Angelini, Viniar and Freedman, LLP are recommended for primary legal counsel FY24, Brown & Connery LLP for secondary legal counsel FY24. For audit services FY23 Bowman & Company LLP is recommended and for consulting services FY24 The Brooke Group is recommended. RES# 23-116 is for the operating subsidy calculation, the submission of information to HUD to calculate HAGC's operating subsidy for public housing, which is Deptford Park, Carino Park and 204-1 properties. RES# 23-117 authorizes a contract for carpet replacement services at various managed properties. RES# 23-118 authorizes a contract for floor covering services at various managed properties, E.D. Gober indicates HAGC is trying to use more of the LVP flooring it provides more durability. AHO Director Paul Letizia indicates that the LVP flooring holds up, there are some issues with damaged floors at the time of move-ins, but HAGC will be buying carts to help with residents moving in, which will hopefully mitigate some of the damage that we are seeing. RES# 23-119 designates uncollectible rents, the balances have previously been expensed through the allowance for doubtful accounts, but this will remove them. In some cases, HAGC can still pursue collection, but have not had much luck previously. RES# 23-120 authorizes the purchase of electricity supply services for public use on an online auction website. The resolution gives HAGC management the authority to determine if it would be financially feasible to use the lowest cost supplier for a future time period, any contract entered into is subject to counsel's review. The auction will take place on November 21, 2023 with EMEX, which is a division of Mantis.
- Commissioner Scott Kintzing inquiries about RES# 23-114 regarding the recommended contract award for Audit Services, specifically the hours and cost, E.D. Gober indicates there has been about a 12% increase from the prior year.

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

## **AGENDA:**

- A. Review and Action of Minutes – OCTOBER 2023
- B. Consider Interim Bill List, 23-11 Sections A, B, C, D
- C. Consider Bill List 23-11 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**

<b><u>23-113</u></b>	<b>RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR PRIMARY AND SECONDARY LEGAL SERVICES FY24 - RFP #23-006</b>
<b><u>23-114</u></b>	<b>CONSIDER RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR AUDIT SERVICES FYE 2023 - RFP #23-007</b>

<a href="#"><u>23-115</u></a>	RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR HOUSING DEVELOPMENT CONSULTANT SERVICES FY24 - RFP #23-008
<a href="#"><u>23-116</u></a>	RESOLUTION AUTHORIZING THE ADOPTION OF THE CALCULATION OF OPERATING SUBSIDY FOR FISCAL YEAR ENDING 12/31/2024
<a href="#"><u>23-117</u></a>	RESOLUTION AUTHORIZING A CONTRACT FOR CARPET REPLACEMENT SERVICES AT VARIOUS MANAGED PROPERTIES – IFB #23-005
<a href="#"><u>23-118</u></a>	RESOLUTION AUTHORIZING A CONTRACT FOR FLOOR COVERING SERVICES AT VARIOUS MANAGED PROPERTIES – RFP #23-004
<a href="#"><u>23-119</u></a>	RESOLUTION DESIGNATING STATUS OF UNCOLLECTIBLE RENTS
<a href="#"><u>23-120</u></a>	RESOLUTION VOIDING OUTSTANDING CHECKS WRITTEN ON VARIOUS ACCOUNTS DATED PRIOR TO 5/15/2023
<a href="#"><u>23-121</u></a>	RESOLUTION AUTHORIZING THE PURCHASE OF ELECTRICITY SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE
<a href="#"><u>23-122</u></a>	RESOLUTION AUTHORIZING EXECUTIVE SESSION - TABLED

**MOTION TO APPROVE THE AGENDA ITEMS**

MOTION: Commissioner Scott Kintzing  
 SECOND: Commissioner Daniel Reed  
 ALL IN FAVOR

 **PUBLIC PORTION:**

Any comments from the public.

**MOTION TO OPEN PUBLIC PORTION:**

MOTION: 1<sup>st</sup> Vice Chairman John Giovannitti  
 SECOND: Commissioner Brenden Garozzo  
 ALL IN FAVOR

Seeing no members of the Public.

**MOTION TO CLOSE PUBLIC PORTION:**

MOTION: 1<sup>st</sup> Vice Chairman John Giovannitti  
 SECOND: Commissioner Brenden Garozzo  
 ALL IN FAVOR

 **ADJOURNMENT:**

**MOTION TO ADJOURN:**

MOTION: Commissioner Daniel Reed  
 SECOND: Commissioner Scott Kintzing  
 ALL IN FAVOR

**Respectfully submitted,**



**Kimberly Gober, Secretary**

**Dated: November 15, 2023**