



The Housing Authority of Gloucester County

REGULAR BOARD MEETING

OCTOBER 25, 2023

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, October 25, 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
- ✓ 2nd Vice Chairman Brenden Garozzo
- ✓ Treasurer Scott Kintzing

And the following were absent:

- ✓ Commissioner Daniel Reed

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: 1st Vice Chairman John Giovannitti

SECOND: Commissioner Brenden Garozzo

ALL IN FAVOR

Seeing no members of the Public.

MOTION TO CLOSE PUBLIC PORTION:

MOTION: 1st Vice Chairman John Giovannitti

SECOND: Commissioner Scott Kintzing

ALL IN FAVOR

EXECUTIVE DIRECTOR REPORT:

- E.D. Gober indicates the official groundbreaking of the Residences at South College Drive was held on October 25, 2023. Closing with the Department of Community Affairs will soon be initiated.
- E.D. Gober discusses a fire that took place on October 12, 2023 at about 5:30am at the Colonial Park Apartment Building. HAGC security noticed the incident and notified 911, Woodbury Fire Department was quickly on site and contained the fire, the resident was taken to the hospital. E.D. Gober acknowledges the Woodbury Fire Department and the Gloucester County Office of Emergency Management for their fabulous response. The resident's family thanked HAGC staff for how they handled the incident. HAGC has not yet received the official report from the Fire Marshall. There was water damage to the unit below.
- E.D. Gober discusses the contents of the agenda, RES# 23-105 asks the Board to consider approving the Annual Budget FY2024, RES# 23-108 and 23-109 are policy updates to IT policies and approving the IT Manual and revising the Personnel Policy and Employee Manual, the main changes to the Personnel Policy was aligning the policy with the NJ PHAJIF model policy, being in compliance with the NJ PHAJIF model policy will provide reduced deductibles to HAGC. RES# 23-110 is for the emergency replacement of Carino Park Apartments generator oil tank, AHO Director Paul Letizia indicates the tank could not be repaired, a new tank was acquired. RES# 23-111 allows HAGC to acquire Actuary Services for GASB75 other post-employment benefits and RES# 23-107 allows HAGC to award a contract for a cloud backup solution for office365.

NO FURTHER COMMENTS OR CONCERNS FROM THE COMMISSIONERS

AGENDA:

- A. Review and Action of Minutes – SEPTEMBER 2023
- B. Consider Interim Bill List, 23-10 Sections A, B, C, D
- C. Consider Bill List 23-10 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

23-105	RESOLUTION APPROVING BUDGET FY2024 MOTION TO APPROVE HAGC BUDGET FY2024 MOTION: Commissioner Scott Kintzing SECOND: 1 st Vice Chairman John Giovannitti ALL IN FAVOR ROLL CALL VOTE
23-106	RESOLUTION DESIGNATING OFFICIALS TO ENROLL IN GOVCONNECT PER N.J.A.C.5:30-16.2
23-107	RESOLUTION AWARDDING CONTRACT FOR CLOUD-TO-CLOUD BACKUP SOLUTION FOR OFFICE 365
23-108	RESOLUTION APPROVING INFORMATION TECHNOLOGY MANUAL
23-109	APPROVING REVISED PERSONNEL POLICY AND EMPLOYEE MANUAL
23-110	RESOLUTION RATIFYING EMERGENCY CONTRACT FOR REPLACEMENT OF OIL TANK TO THE GENERATOR PURSUANT TO N.J.S.A. 40A:11-6 – CARINO PARK
23-111	RESOLUTION AWARDDING CONTRACT FOR ACTUARY REPORT - GASB75 FOR OTHER POST-EMPLOYMENT BENEFITS
23-112	RESOLUTION AUTHORIZING EXECUTIVE SESSION - TABLED

MOTION TO APPROVE THE AGENDA ITEMS

MOTION: Commissioner Scott Kintzing

SECOND: Commissioner Brenden Garozzo

ALL IN FAVOR



PUBLIC PORTION:

Any comments from the public.

MOTION TO OPEN PUBLIC PORTION:

MOTION: 1st Vice Chairman John Giovannitti

SECOND: Commissioner Brenden Garozzo

ALL IN FAVOR

Seeing no members of the Public.

MOTION TO CLOSE PUBLIC PORTION:

MOTION: 1st Vice Chairman John Giovannitti

SECOND: Commissioner Brenden Garozzo

ALL IN FAVOR



ADJOURNMENT:

MOTION TO ADJOURN:

MOTION: 1st Vice Chairman John Giovannitti

SECOND: Commissioner Brenden Garozzo

ALL IN FAVOR

Respectfully submitted,

Kimberly Gober, Secretary

Dated: October 25, 2023