



# **The Housing Authority of Gloucester County**

REGULAR BOARD MEETING

*SEPTEMBER 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 Monday, September 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.
- ✓ 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:**

**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 Turchi, Finance Director
- ✓ Michael Jezierski, Accountant
- ✓ Michael Thilker, Bowman & Company, LLP
- ✓ Carol McAllister, Bowman & Company, LLP

## **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 Daniel Reed

SECOND: Commissioner Scott Kintzing

ALL IN FAVOR

## **📄 AUDIT REPORT:**

- E.D. Gober indicates the Audit Committee met and the Auditors from Bowman & Company, LLP will be formally presenting the 12/31/2022 audits for HAGC, GCHDC and SHDCGC. E.D. Gober thanks the audit team, all staff and the Finance team, as there were plenty of changes from the Governmental Accounting Standards Board this year and the huge workload was recognized.
- E.D. Gober introduces Carol McAllister, partner with Bowman & Co., LLP and Michael Thilker, Senior Manager with Bowman & Co., LLP who provided brief audit synopses. The audit reports are clean, no issues, no modifications, and no findings.
- Commissioner Scott Kintzing indicates how impressed he is with the work of our staff and the auditors.

### **MOTION TO ACCEPT & APPROVE AUDITS FOR HAGC, GCHDC AND SHDCGC:**

MOTION: Commissioner Scott Kintzing

SECOND: Commissioner Daniel Reed

ALL IN FAVOR

## **📄 EXECUTIVE DIRECTOR REPORT:**

- E.D. Gober indicates the agenda contains the submission of Annual Plan FY2024 to HUD, the Annual Plan is a culmination of our operating policies which are also on the agenda, Res# 23-94, RES# 23-95, RES# 23-96, and RES# 23-97. E.D. Gober discusses HAGC staff meeting with the Resident Advisory Board (RAB) and the RAB's approval of HAGC's operational policy updates. The public hearing for the Annual Plan FY2024 is scheduled for September 27, 2023 at 4:30PM.
- E.D. Gober indicates the FY2024 Federal Appropriations Budget is concerning, HUD has made arrangements to provide PHA's with their funding in advance of September 30, 2023 in event of a federal shutdown.
- E.D. Gober indicates the RCSJ Project team has met to review the value engineering items on the contract, the grant was received, signed and returned to the State, we have not received the State signed copy as of yet for the National Affordable Trust Funds, we anticipate an October closing for the funding and proposed groundbreaking late October or early November.
- E.D. Gober indicates RES# 23-101 on the agenda involves the renewal of the shared services agreement between HAGC and the County of Gloucester regarding the management and administration of the tenant based rental assistance (TBRA) program, the CDBG HOME program funding has increased from \$120K to \$130K.
- E.D. Gober discusses the Small Area Fair Market Rents published by HUD, RES# 23-102 asks the Board to consider establishing updated payment standards FY2023-2024.

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

## **📄 AGENDA:**

- A. Review and Action of Minutes – AUGUST 2023
- B. Consider Interim Bill List, 23-09 Sections A, B, C, D
- C. Consider Bill List 23-09 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**

<a href="#"><u>23-91</u></a>	RESOLUTION AUTHORIZING AND APPROVING THE SUBMISSION OF ANNUAL PLAN FY2023 TO HUD
<a href="#"><u>23-92</u></a>	RESOLUTION AUTHORIZING CERTIFICATION OF COMPLIANCE WITH THE PHA PLANS AND RELATED REGULATIONS INCLUDING CIVIL RIGHTS CERTIFICATION
<a href="#"><u>23-93</u></a>	RESOLUTION APPROVING AND RATIFYING SUBMISSION OF CAPITAL FUND PROGRAM BUDGET FY 2023-2027
<a href="#"><u>23-94</u></a>	RESOLUTION APPROVING REVISED SECTION 8 ADMINISTRATIVE PLAN POLICY
<a href="#"><u>23-95</u></a>	RESOLUTION APPROVING REVISED ADMISSIONS AND CONTINUED OCCUPANCY POLICY
<a href="#"><u>23-96</u></a>	RESOLUTION APPROVING REVISED GRIEVANCE POLICY
<a href="#"><u>23-97</u></a>	RESOLUTION APPROVING REVISED PET POLICY
<a href="#"><u>23-98</u></a>	RESOLUTION ACCEPTING AND APPROVING HAGC AUDIT FY2022 AS PREPARED BY BOWMAN & CO, LLP – <b>ROLL CALL VOTE</b>
<a href="#"><u>23-99</u></a>	RESOLUTION ACCEPTING AND APPROVING GCHDC AUDIT FY2022 AS PREPARED BY BOWMAN & CO, LLP – <b>ROLL CALL VOTE</b>
<a href="#"><u>23-100</u></a>	RESOLUTION ACCEPTING AND APPROVING SHDC AUDIT FY2022 AS PREPARED BY BOWMAN & CO, LLP – <b>ROLL CALL VOTE</b>
<a href="#"><u>23-101</u></a>	RESOLUTION RATIFYING THE EXECUTION OF THE RENEWAL OF THE SHARED SERVICES AGREEMENT BETWEEN HAGC & THE COUNTY OF GLOUCESTER REGARDING THE MANAGEMENT & ADMINISTRATION OF THE TENANT BASED RENTAL ASSISTANCE (TBRA) PROGRAM
<a href="#"><u>23-102</u></a>	RESOLUTION ESTABLISHING UPDATED PAYMENT STANDARDS FY2023-2024
<a href="#"><u>23-103</u></a>	RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR EXTERMINATOR SERVICES
<a href="#"><u>23-104</u></a>	CONSIDER RESOLUTION AUTHORIZING EXECUTIVE SESSION - <b>TABLED</b>

### **MOTION TO APPROVE THE AGENDA ITEMS**

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

### **PUBLIC PORTION:**

Any comments from the public.

### **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 Daniel Reed  
SECOND: Commissioner Scott Kintzing  
ALL IN FAVOR

 **ADJOURNMENT:**

**MOTION TO ADJOURN:**

MOTION: Commissioner Daniel Reed

SECOND: Commissioner Scott Kintzing

ALL IN FAVOR

**Respectfully submitted,**



**Kimberly Gober, Secretary**

**Dated: September 25, 2023**