



# The Housing Authority of Gloucester County ANNUAL BOARD MEETING

*July 22, 2020*

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**The Annual Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkis Building, on July 22, 2020 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 Dan Reed (via conference call)
- ✓ 2<sup>nd</sup> Vice Commissioner John Giovannitti (via conference call)
- ✓ Commissioner Scott Kintzing (via conference call)
- ✓ Commissioner Brenden Garozzo (via conference call)

**And the following was absent:**

- ✓ Commissioner Frank Smith

**The Secretary notified the Solicitor that a quorum is present.**

**Also in attendance were:**

- ✓ Jeff Daniels, Esq., Solicitor
- ✓ Kimberly Gober, Executive Director
- ✓ Jessica Laine, Esq., Assistant to the Executive Director (via conference call)
- ✓ Nelly Rojas, Administrative Assistant
- ✓ Paul Letizia, AHO Director
- ✓ Dana Dunfee, Administrative Aide (via conference call)
- ✓ Grace Seeney, Finance Director (via conference call)
- ✓ Michael Jezierski, Accountant (via conference call)

## SOLICITOR:

The Solicitor stated "In accordance with the Open Public Meetings Act of 1975, this meeting is called to order pursuant to notice of Annual 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."

## SOLICITOR:

The Solicitor opened the meeting to conduct the Annual Election of Officers.

**ELECTION OF OFFICERS:**

**CHAIRPERSON: WILLIAM W BAIN, JR.**

MOTION: 2<sup>nd</sup> Vice Commissioner John Giovannitti  
SECOND: 1<sup>st</sup> Vice Chairman Dan Reed  
ALL IN FAVOR

**1<sup>st</sup> VICE CHAIRPERSON: COMMISSIONER DAN REED**

**2<sup>nd</sup> VICE CHAIRPERSON: COMMISSIONER JOHN GIOVANNITTI**

**TREASURER: COMMISSIONER SCOTT KINTZING**

MOTION: 2<sup>nd</sup> Vice Chairman John Giovannitti  
SECOND: Chairman William W. Bain, Jr.  
ALL IN FAVOR

**COMMITTEE DESIGNATIONS:**

All Board Committees will stay the same for the 2020-2021 year.

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

**PUBLIC PORTION:**

Agenda items only.

**Motion to open to the Public:**

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

Not seeing anyone from the Public, (via Conference Call)

**Motion to Close:**

MOTION: 2<sup>nd</sup> Vice Chairman John Giovannitti  
SECOND: 1<sup>st</sup> Vice Chairman Dan Reed  
ALL IN FAVOR

**ANNUAL RESOLUTIONS:**

20-62	CONSIDER RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS
20-63	CONSIDER RESOLUTION DESIGNATING ANNUAL SCHEDULE OF MEETINGS
20-64	CONSIDER RESOLUTION DESIGNATING OFFICIAL DEPOSITORY BANK FULTON BANK
20-65	CONSIDER RESOLUTION DESIGNATING OFFICIAL DEPOSITORY INVESTOR BANK
20-66	CONSIDER RESOLUTION DESIGNATING OFFICIAL DEPOSITORY PARKE BANK
20-67	CONSIDER RESOLUTION AUTHORIZING ELECTRONIC FUNDS TRANSFER (EFT)

**Motion to approve the ANNUAL RESOLUTIONS:**

MOTION: 2<sup>ND</sup> Vice Chairman John Giovannitti  
SECOND: 1<sup>st</sup> Vice Chairman Dan Reed  
ALL IN FAVOR

## **EXECUTIVE DIRECTOR REPORT:**

- E. D Gober indicates that as of July 20,2020, 1.8 million COVID-19 tests have been conducted in NJ, the state has 176,963 positive cases and 13,741 deaths related to the pandemic. Gloucester County has 2,829 positive cases and 191 deaths, which comes to .9% of the County's population testing positive, 702 of those positive cases are from long-term care facilities and account for 143 deaths.
- E.D. Gober indicates an internal memo was issued regarding the pandemic, HAGC tries to keep operations in respect to the pandemic in sync with the county. In accordance with the Governor's executive orders with the travel ban, the County issued a memo to its employees stating if you travel to a state included in the travel ban you must quarantine upon return for 14 days and use your own time, HAGC issued a memo consistent to that.
- E.D. Gober indicates HUD has issued an amendment to the waivers we have previously accepted, some of the amendments include inspections which do not need to be performed in 2020 and are not evaluated in PHAS or SEMAP. Regarding properties owned and managed by HAGC we want to get these inspections completed, as the landlord, we have an obligation to the condition of the units, but we are relieved of the regulatory responsibility of a time frame for the balance of the year. They also allow remote video inspections, which we have not had the need to use yet. AHO Director, Paul Letizia indicates there has been no issues with staff performing inspections.
- E.D. Gober indicates that NJHMFA issued letters for Colonial Park Apartments and Nancy J Elkis Senior Housing Apartments, which is a follow up of their inspection and management review of each of the properties. HAGC has received a rating of Excellent for each property and extends a great job to AHO Director, Paul Letizia, and his staff.
- E.D Gober indicates in the agenda is resolution 20-70, regarding a standardized board resolution for the congregate services program; which provides an essential service to residents with meals, housekeeping, laundry, and shopping services. The grant runs until June 30<sup>th</sup>. The State issued the grant application but is having trouble with their systems and have now delayed the due date to July 31<sup>st</sup>, but they have not yet resolved their system issues. The resolution asks the Board to approve submittal of the completed application when we have the information needed from the state.
- HUD just issued a NOFA for the FSS grant and it is for renewal programs, is due August 20<sup>th</sup> and our intention is to submit the application for its renewal, it pays for the staff position that manages it. A ratifying resolution will be on the August Agenda.
- E.D. Gober indicates resolution 20-74 is an MOU between HAGC, GC, DT and RCSJ for the 24 special needs units planned to be developed at the college citing terms for the construction or development. Jeff Daniels, Esq indicates for the record that the purpose of the MOU is for Deptford Township to submit to the Court in their builder remedy lawsuit, they are having a fair share compliance hearing in August or September and this is one of the documents that they need in response to that lawsuit.
- E.D. Gober indicates the House released the T-HUD Funding Bill, in general the numbers are favorable for Housing Authorities. Voucher Administration Fees and Public Housing Capital Funds are more than the 2020 appropriated level. Another important component of the bill is that in last year's Annual Contribution Contract there was language that created a contract of duress stating you could not sue HUD. The 2020 appropriations bill did not permit HUD to do that and that language is continued in the 2021 appropriations bill, which is a result of the industry groups such as PHADA and NAHRO advocating on behalf of Housing Authority's needs.

- E.D. Gober indicates resolution 20-75 is being presented to recognize the fabulous job of the employees during the pandemic, had we shut our doors and not performed our operations even temporarily there may have been individuals who would have suffered from it. The personnel committee was supportive of adding this to the agenda. HAGC would like to reward the employees for their efforts during the period of time the Governor issued stay at home orders. The resolution authorizes \$1 per each hour the employee was providing work on site during that period of time.

**NO COMMENTS OR CONCERNS FROM THE COMMISSIONERS**

**AGENDA:**

- A. Review and Action of Minutes –JUNE 2020
- B. Consider Interim Bill List, 20-07 Sections A, B, C, D
- C. Consider Bill List 20-07 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**

20-68	<b>CONSIDER RESOLUTION HONORING PAMELA ROBERTS</b>
20-69	<b>CONSIDER RESOLUTION HONORING JAMES ZIEGER</b>
20-70	<b>CONSIDER RESOLUTION APPROVING CHSP GRANT AGREEMENT FOR CONGREGATE SERVICES</b>
20-71	<b>CONSIDER RESOLUTION AUTHORIZING A REVISION OF APPLICABLE WAIVERS PURSUANT TO PIH NOTICE 2020-13</b>
20-72	<b>CONSIDER RESOLUTION AUTHORIZING DISPOSITION AND WRITE OFF OF EXPENDED PROPERTY</b>
20-73	<b>CONSIDER RESOLUTION ESTABLISHING UPDATED PAYMENT STANDARDES FOR THE HOME TENANT-BASED RENTAL ASSISTANCE PROGRAM</b>
20-74	<b>CONSIDER RESOLUTION AUTHORIZING A MOU BETWEEN HAGC, GC, DT AND RCSJ</b>
20-75	<b>CONSIDER RESOLUTION APPROVING ONE-TIME COMPENSATION BONUS PAYMENTS TO CERTAIN AUTHORITY EMPLOYEES BASED ON INCREASED HOURS AND RESPONSIBILITIES IN CONNECTION WITH THE AUTHORITY’S RESPONSE TO THE COVID-19 PANDEMIC</b> <b>MOTION:</b> 1 <sup>st</sup> Vice Chairman Dan Reed <b>SECOND:</b> 2 <sup>nd</sup> Vice Chairman John Giovannitti <b>ALL IN FAVOR</b>
20-76	<b>RESOLUTION AUTHORIZING UPDATE TO COLONIAL PARK APARTMENTS MANAGEMENT PLAN</b>
20-77	<b>RESOLUTION AUTHORIZING UPDATE TO NANCY J ELKIS SENIOR APARTMENTS MANAGEMENT PLAN</b>
20-78	<b>CONSIDER RESOLUTION AUTHORIZING EXECUTIVE SESSION - TABLED</b>

**Motion to approve the RESOLUTIONS:**

**MOTION:** 2<sup>nd</sup> Vice Chairman John Giovannitti  
**SECOND:** 1<sup>st</sup> Vice Chairman Dan Reed  
**ALL IN FAVOR**

**COMMENTS FROM THE PUBLIC:**

MOTION: 1<sup>st</sup> Vice Chairman Dan Reed  
SECOND: 2<sup>nd</sup> Vice Chairman John Giovannitti  
ALL IN FAVOR

No comments, motion to close, (via Conference Call)

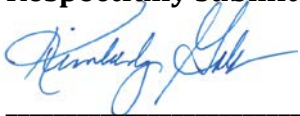
MOTION: 2<sup>nd</sup> Vice Chairman John Giovannitti  
SECOND: 1<sup>st</sup> Vice Chairman Dan Reed  
ALL IN FAVOR

**NO COMMENTS OR CONCERNS FROM THE COMMISSIONERS**

**ADJOURNMENT:**

MOTION: 2<sup>nd</sup> Vice Chairman John Giovannitti  
SECOND: 1<sup>st</sup> Vice Chairman Dan Reed  
ALL IN FAVOR

**Respectfully submitted,**



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**Kimberly Gober, Secretary**

**Dated: July 22, 2020**