



The Housing Authority of Gloucester County

ANNUAL BOARD MEETING

July 28, 2021

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 28, 2021 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 Dan Reed (virtually)
- ✓ 2nd Vice Commissioner John Giovannitti (virtually)
- ✓ Commissioner Scott Kintzing
- ✓ Commissioner Brenden Garozzo (virtually)
- ✓ Commissioner Frank Smith (virtually)

And the following was absent:

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 Executive Director (virtually)
- ✓ Nelly Rojas, Administrative Assistant
- ✓ John Rasmus, Modernization Coordinator
- ✓ Dana Dunfee, Administrative Aide (virtually)
- ✓ Grace Seeney, Finance Director (virtually)
- ✓ Michael Jezierski, Accountant (virtually)

SOLICITOR:

The Solicitor stated "In accordance with the Open Public Meetings Act of 1975, this meeting is called to order pursuant to both, adequate notice and electronic notice of a 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, a copy of which has been posted publicly, and a copy of which has been posted online in the Authority's website, in accordance with the law. Members of the public may make public comments remotely during a remote public meeting when permitted, in accordance with the meeting agenda. Members of the public may submit public comments in writing forty-eight hours in advance of a remote public meeting to be read aloud during public comment. All public comments, whether made remotely or in writing in advance of a remote public meeting, shall be limited to five (5) minutes per person. Members of the public attending the meeting shall be muted until public comments are permitted, at which time they may ask to be recognized. In the event that a member of the public becomes disruptive during a remote public meeting, including during public comment, the Board Chair, or his/her designee, shall mute or continue muting such disruptive member of the public. After receiving a warning,

continued disruptive acts may result in such disruptive individual being muted, kept on mute for the remainder of the meeting, or removed from the meeting at the discretion of the Board Chair. During the course of the meeting, a portion of the meeting may be closed to the public to discuss matters falling under exceptions to the Open Public Meetings Act”.

SOLICITOR:

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

ELECTION OF OFFICERS:

CHAIRPERSON: COMMISSIONER WILLIAM W BAIN, JR.

MOTION: Commissioner Brenden Garozzo
SECOND: Commissioner Scott Kintzing
ALL IN FAVOR

1st VICE CHAIRPERSON: COMMISSIONER DAN REED

MOTION: Commissioner Scott Kintzing
SECOND: Commissioner Brenden Garozzo
ALL IN FAVOR

2nd VICE CHAIRPERSON: COMMISSIONER JOHN GIOVANNITTI

MOTION: Commissioner Scott Kintzing
SECOND: Commissioner Brenden Garozzo
ALL IN FAVOR

TREASURER: COMMISSIONER SCOTT KINTZING

MOTION: Commissioner Brenden Garozzo
SECOND: 1st Vice Chairman Dan Reed
ALL IN FAVOR

COMMISSIONER: COMMISSIONER BRENDAN GAROZZO

MOTION: Commissioner Scott Kintzing
SECOND: 1st Vice Chairman Dan Reed
ALL IN FAVOR

COMMISSIONER: COMMISSIONER FRANK SMITH

MOTION: Commissioner Scott Kintzing
SECOND: Commissioner Brenden Garozzo
ALL IN FAVOR

PUBLIC PORTION:

Agenda items only.

Motion to open to the Public:

MOTION: 1st Vice Chairman Dan Reed
SECOND: Commissioner Brenden Garozzo
ALL IN FAVOR

Not seeing anyone from the Public, (virtually)

Motion to Close:

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

ANNUAL RESOLUTIONS:

21-52	CONSIDER RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS
21-53	CONSIDER RESOLUTION DESIGNATING ANNUAL SCHEDULE OF MEETINGS
21-54	CONSIDER RESOLUTION DESIGNATING OFFICIAL DEPOSITORY BANK FULTON BANK
21-55	CONSIDER RESOLUTION DESIGNATING OFFICIAL DEPOSITORY INVESTOR BANK
21-56	CONSIDER RESOLUTION DESIGNATING OFFICIAL DEPOSITORY PARKE BANK
21-57	CONSIDER RESOLUTION AUTHORIZING ELECTRONIC FUNDS TRANSFER (EFT)
21-58	CONSIDER RESOLUTION APPROVING ANNUAL REVIEW OF POLICY WITH RESPECT TO THE FILING OF NOTICES OF TORT CLAIMS IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY TORT CLAIMS ACT, N.J.S.A. 59:8-6.
21-59	CONSIDER RESOLUTION APPROVING ANNUAL REVIEW OF POLICY WITH RESPECT TO INDEMNIFICATION OF COMMISSIONERS AND EMPLOYEES CONSISTENT WITH N.J.S.A. 59: 10-4
21-60	CONSIDER RESOLUTION APPROVING ANNUAL REVIEW OF POLICY WITH RESPECT TO REIMBURSEMENT OF AUTHORITY COMMISSIONERS OR EMPLOYEES FOR COST OF DEFENDING AGAINST CRIMINAL CHARGES
21-61	CONSIDER RESOLUTION APPROVING ANNUAL REVIEW OF CODE OF CONDUCT POLICY

Motion to approve the ANNUAL RESOLUTIONS:

MOTION: Commissioner Frank Smith
SECOND: Commissioner Scott Kintzing
ALL IN FAVOR

EXECUTIVE DIRECTOR REPORT:

- E.D. Gober indicates the Board previously approved the Housing Authority to submit applications for Deptford Park and Carino Park Apartments for the Rental Assistance Demonstration Program (RAD), HUD approved the request for conversion and issued a Commitment to Enter into a Housing Assistance Payment (CHAP) RAD Award, pending compliance with all CHAP milestones and requirements. Due to delays from the COVID-19 pandemic, HAGC has determined it is in the best interest of the Authority to withdraw the RAD application and rescind the CHAP RAD Award, until such time when the Financial Plan is close to completion. Commissioner Scott Kintzing inquires about the consulting services in connection with the RAD applications.

Motion to allow E.D. Gober to withdraw the pending RAD APPLICATIONS:

MOTION: Chairman William W. Bain Jr.
SECOND: Commissioner Frank Smith
ALL IN FAVOR

- E.D. Gober indicates the Audits will soon be completed and presented to the Commissioners; the auditors are working on GASB68 numbers released in June.
- E.D. Gober indicates that GHA's audit was issued and presented to GHA Commissioners at their July Board Meeting.

- E.D. Gober informs the Board the closing of GHA's Lincoln Boulevard Redevelopment Project with developer Pennrose Properties is anticipated.
- E.D. Gober indicates that the application to the Department of Community Affairs for Affordable Housing Trust Funds in the amount of \$4.2M for the RCSJ Special Needs Project was successfully submitted. Gloucester County is filling the funding gap with approximately \$3.5M. The next step would be to make application to Deptford Township's Planning Board.
- E.D. Gober indicates RES# 21-69 will allow the Authority to participate in an educational services commission of NJ purchasing cooperative, providing additional beneficial services to the Housing Authority.
- Gloucester County is administering through the third party, CliftonLarsenAllen, an Emergency Rental Assistance Program (ERAP) through the planning component of the county. The purpose of these funds is to provide rental assistance to those affected by COVID; these funds will go directly to the landlord. HAGC will be notifying our residents and landlords of this program. For HAGC residents who have not paid rent in conjunction with the eviction moratoriums, HAGC has sent out delinquency notices to enter into repayment agreements and informing to notify of income changes as to recalculate rent. E.D. Gober indicates HAGC will add a link on our website to the county's ERAP webpage. Commissioner Scott Kintzing asks the total of HAGC's uncollected rent, E.D. Gober indicates that HAGC's average rent collection is at about 70%.
- E.D. Gober indicates that due to the eviction moratoriums there is less turnover of rental units, HAGC's newly issued voucher holders are having difficulty finding housing. This is a struggle for both HAGC, GHA and a nationwide problem.
- E.D. Gober indicates HUD recently issued a notice to Housing Authorities that there are VASH vouchers available, HAGC currently has 24 VASH vouchers. Assistant E.D. Jessica Laine reached out to the VA and after speaking with them HAGC is not planning to apply for additional VASH vouchers following the VA's recommendation.
- John Rasmus, Modernization Coordinator, gives an overview of the need for Professional Engineering Services being provided by The Davinci Group at the Deptford Park Apartments for needed repairs. Chairman William W. Bain Jr. indicates as always, our residents' safety is priority. E.D. Gober commends property management staff for noticing the issue and taking immediate action. E.D. Gober and John Rasmus also inform the Commissioners of a hot water issue at Carino Park Apartments and discuss the made repairs/replacements.

NO COMMENTS OR CONCERNS FROM THE COMMISSIONERS

AGENDA:

- Review and Action of Minutes –JUNE 2021
- Consider Interim Bill List, 21-07 Sections A, B, C, D
- Consider Bill List 21-07 E, F, G, H
- Consider Ratification of GCHDC, Seniors, Shepherd's Farm, eMurphyg, Inc., PMURC, Inc. Sections A, B, C, D, E, F
- Consider Acknowledgment of Pop Moylan, Colonial Park LP Sections G, H, I, J

RESOLUTIONS

21-62	CONSIDER RESOLUTION AUTHORIZING UPDATE TO PERSONNEL POSITIONS
21-63	CONSIDER RESOLUTION AUTHORIZING DISPOSITION AND WRITE OFF OF EXPENDED PROPERTY
21-64	CONSIDER RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR ELEVATOR MAINTENANCE SERVICES - DEPTFORD PARK

21-65	CONSIDER RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR ELEVATOR MAINTENANCE SERVICES - CARINO PARK
21-66	CONSIDER RESOLUTION AUTHORIZING EMERGENCY REPAIRS DUE TO ERODED PIPES AT DEPTFORD PARK
21-67	CONSIDER RESOLUTION APPROVING AND RATIFYING EXECUTION OF AGREEMENT FOR IT CONSULTING SERVICES
21-68	CONSIDER RESOLUTION APPROVING TRANSFER OF FUNDS FROM HAGC GO TO GCHDC
21-69	CONSIDER RESOLUTION AUTHORIZING MEMBER PARTICIPATION IN A COOPERATIVE PRICING SYSTEM
21-70	CONSIDER RESOLUTION AUTHORIZING EXECUTIVE SESSION - TABLED

Motion to approve the RESOLUTIONS:

MOTION: Commissioner Frank Smith
 SECOND: Commissioner Scott Kintzing
 ALL IN FAVOR

COMMENTS FROM THE PUBLIC:

MOTION: Commissioner Scott Kintzing
 SECOND: Commissioner Frank Smith
 ALL IN FAVOR

No comments, motion to close, (virtually)

MOTION: Commissioner Frank Smith
 SECOND Commissioner Scott Kintzing
 ALL IN FAVOR

ADJOURNMENT:

MOTION: Commissioner Frank Smith
 SECOND: Commissioner Brenden Garozzo
 ALL IN FAVOR

Respectfully submitted,



Kimberly Gober, Secretary

Dated: July 28, 2021