



The Housing Authority of Gloucester County

REGULAR BOARD MEETING

June 23rd, 2021

A Regular Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkis Building, on June 23, 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 Daniel Reed (virtually)
- ✓ 2nd Vice Chairman John Giovannitti (virtually) @ 4:40pm
- ✓ Commissioner Scott Kintzing (virtually)
- ✓ Commissioner Frank Smith (virtually)

And the following were absent:

- ✓ Commissioner Brenden Garozzo

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
- ✓ Grace Seeney, Finance Director
- ✓ Dana Dunfee, Administrative Aide (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".

PUBLIC PORTION:

Agenda items only.

Motion to open Public Portion:

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

Seeing no members of the Public, (virtually)

Motion to Close Public Portion:

MOTION: 1st Vice Chairman Daniel Reed
SECOND: Commissioner Frank Smith
ALL IN FAVOR

EXECUTIVE DIRECTOR REPORT:

- E.D. Gober indicates the national public health emergency ended while New Jersey's state of emergency did not. New Jersey's public health emergency ended on June 4th, due to the NJ rate of transmission being less than 1% for the last two months. As such, HAGC has reopened the community rooms with no restrictions, some activities such as bingo & painting class have resumed. It is nice to see the residents being able to enjoy each other's company. Since Executive Order 192 is still in place and that we are housing a vulnerable population, employees are still wearing mask in common areas, and we will continue to evaluate in conjunction with the rate of transmission and other factors and then revisit in the future.
- E.D Gober indicates the eviction moratorium is still in effect until December 31st, 2021. HAGC has been sending out letters to our residents who are delinquent in their rent. Our rent collections are around 70%, we will continue to pursue collection efforts.
- E.D. Gober indicates there was an emergency repair at Deptford Park Apartments for a failed water pipe, there will be a resolution on the next agenda.
- E.D Gober indicates we have executed a contract for a new roof for Shepherd's, we are now waiting on materials which are about 2-3 months out, the project should be completed by fall.
- E.D. Gober indicates that since the pandemic, insurance has become increasingly challenging. For the D&O insurance, we submitted to 9 vendors and received a response only from the current carrier, Nathan Lane Agency, with two proposals, one for \$2M an occurrence and \$2M Aggregate, the other \$3M an occurrence and \$3M aggregate. Based on our history, we feel the \$3M is sufficient and that is what is recommended in Resolution 21-43.
- E.D. Gober indicates on the eve of June 18th the President declared an additional federal holiday recognizing Juneteenth as a federal holiday. Our collective bargaining agreement states we shall grant employees any holidays declared by the President or Governor of the state. Given the timing we were unable to adjust our operations to close on Friday June 18th or Monday June 21st, so the Personnel Committee felt it was fair to the employees to offer a floating holiday. The Purchasing Technician has notified us he intends to retire on August 31st, E.D. Gober will be reaching out to the Personnel Committee to discuss how to fill the position.
- E.D. Gober gives an update on the RCSJ Special Needs Project. There is an application we will be submitting to NJDCA in the amount of \$4.2M, approximately \$3.5M in GAP funding is coming from the County that is going to be straight equity. We have received a redevelopment agreement from Deptford Township, and we have an MOU with County for supportive services. GCHDC meets on June 24th to approve these final items to submit the application.

- E.D. Gober indicates Resolution 21-50 is for Project Based Vouchers, an RFP was issued, HUD requires a public procurement. GCHDC was the only respondent and given the fact that GCHDC is an instrumentality of HAGC, it would not have been appropriate for E.D. Gober to review. We used an independent entity, Pleasantville HA, who performed the review and recommended the 24 project-based vouchers be awarded to GCHDC subject to supportive services agreement which is what the MOU being presented to the Board of GCHDC is for, this is a stipulation in the resolution.
- E.D. Gober indicates the financial reports were circulated and overall operations show a 720K loss, the depreciation is \$770K.

NO FURTHER COMMENTS OR CONCERNS FROM THE COMMISSIONERS

AGENDA:

- Review and Action of Minutes – MAY 2021
- Consider Interim Bill List, 21-06 Sections A, B, C, D
- Consider Bill List 21-06 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

21-43	CONSIDER RESOLUTION APPROVING CONTRACT FOR D&O INSURANCE
21-44	CONSIDER RESOLUTION APPROVING EXTENSION OF CONTRACT FOR TRASH REMOVAL SERVICES – DEPTFORD PARK
21-45	CONSIDER RESOLUTION APPROVING EXTENSION OF CONTRACT FOR TRASH REMOVAL SERVICES – CARINO PARK
21-46	CONSIDER RESOLUTION VOIDING OUTSTANDING CHECKS WRITTEN ON VARIOUS ACCOUNTS ISSUED PRIOR TO 12/23/2020
21-47	CONSIDER RESOLUTION AUTHORIZING APPLICATION FOR FUNDS ADVERTISED IN HUD NOFA FAMILY SELF SUFFICIENCY (FSS) PROGRAM
21-48	CONSIDER RESOLUTION AUTHORIZING THE AMENDED FINAL CLOSEOUT PERFORMANCE AND EVALUATION REPORT FOR NJ39P204501-17 AND NJ39P204501-18 CFP BUDGET
21-49	CONSIDER RESOLUTION APPROVING CONTRACT FOR REPLACEMENT OF INDIRECT WATER TANK AT DEPTFORD PARK
21-50	CONSIDER RESOLUTION AUTHORIZING AWARDED A LIMITED NUMBER OF PROJECT BASED VOUCHERS IN THE HOUSING CHOICE VOUCHER PROGRAM
21-51	CONSIDER RESOLUTION AUTHORIZING EXECUTIVE SESSION - TABLED

MOTION TO APPROVE THE AGENDA ITEMS

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

COMMENTS OR GENERAL QUESTIONS FROM THE PUBLIC:

MOTION: 2nd Vice Chairman John Giovannitti
 SECOND: Commissioner Frank Smith
 ALL IN FAVOR

Seeing no members of the Public, motion to close, (virtually)

MOTION: 2nd Vice Chairman John Giovannitti
SECOND: Commissioner Frank Smith
ALL IN FAVOR

 **ADJOURNMENT:**

MOTION: 1st Vice Chairman Daniel Reed
SECOND: Commissioner Frank Smith
ALL IN FAVOR

Respectfully submitted,



Kimberly Gober, Secretary
Dated: JUNE 23, 2021