

# **The Housing Authority of Gloucester County**

REGULAR BOARD MEETING

*AUGUST 28, 2024*

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**A Regular Meeting of the Housing Authority of Gloucester County was held at 120 Pop Moylan Blvd. Deptford, NJ 08096, on Wednesday, August 28, 2024 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

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

**Also in attendance were:**

- ✓ James Pierson, Esq., Solicitor
- ✓ Kimberly Gober, Executive Director
- ✓ Jeffrey Daniels, Esq., Deputy Executive Director
- ✓ Nelly Rojas, Executive Assistant
- ✓ Elida Ortiz, HR Director
- ✓ Maria Acevedo, Administrative Specialist
- ✓ Paul Letizia, AHO Director
- ✓ John Rasmus, Modernization Coordinator
- ✓ Grace Turchi, Finance Director
- ✓ Michael Jezierski, Accountant
- ✓ Michael Thilker, Bowman & Co., Partner

## **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: 1<sup>st</sup> Vice Chairman John Giovannitti

SECOND: Treasurer Scott Kintzing

ALL IN FAVOR

Seeing no members of the Public.

### **MOTION TO CLOSE PUBLIC PORTION:**

MOTION: 1<sup>st</sup> Vice Chairman John Giovannitti

SECOND: Treasurer Scott Kintzing

ALL IN FAVOR

## **AUDIT REPORT:**

- E.D. Gober indicates the Audit Committee met on August 15, 2024 with the Auditors from Bowman & Company, LLP to review the 12/31/2023 audits for HAGC, GCHDC and SHDCGC and reviewed the audits in detail. E.D. Gober thanks the audit team, and the HAGC staff involved, for a job well done.
- E.D. Gober introduces Michael Thilker, partner 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.

## **EXECUTIVE DIRECTOR REPORT:**

- E.D. Gober indicates an Audit Certification must be included with the Audit Approval resolution and sent to the State, all Board members must sign to certify that the report was reviewed.
- E.D. Gober mentions there is a Resolution for participation renewal in the Joint Insurance Fund. This has worked out well for the Housing Authority and is due August 30, 2024.
- E.D. Gober mentions 2 Resolutions for honoring employees who recently retired, Eydie Blair, Intake Department Supervisor (33 years), and Walter Norris, Hearing Officer (12 years) of service. There will be a dinner in Eydie Blair's Honor and invitations available for those Board members who would like to attend.
- E.D. Gober asks the Board to consider a resolution to purchase cubicle partitions for the administrative offices.
- E.D. Gober mentions that the check signing policy was revised to comply with recommendations made by Cyber JIF Insurance.
- E.D. Gober indicates MRI is having a user conference in San Diego on October 20-24, 2024, which might overlap with the October's board meeting. The system will eventually be upgraded to new software to be compliant with the numerous changes HUD has been making in their portal and HAGC personnel need to attend.

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

## **AGENDA:**

- A. Review and Action of Minutes – JULY 2024
- B. Consider Interim Bill List, 24-08 Sections A, B, C, D
- C. Consider Bill List 24-08 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**

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|--------------|---|
| <b>24-76</b> | <b>RESOLUTION ACCEPTING AND APPROVING HAGC AUDIT FY2023 AS PREPARED BY BOWMAN &amp; CO, LLP</b> <ul style="list-style-type: none"><li>• MOTION: Treasurer Schott Kintzing</li><li>• SECOND: 1<sup>st</sup> Vice Chairman John Giovannitti</li></ul> <b>ROLL CALL VOTE, ALL IN FAVOR</b> |
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|-----------------------|---|
| <a href="#">24-77</a> | RESOLUTION ACCEPTING AND APPROVING GCHDC AUDIT FY2023 AS PREPARED BY BOWMAN & CO, LLP   |
| <a href="#">24-78</a> | RESOLUTION ACCEPTING AND APPROVING SHDC AUDIT FY2023 AS PREPARED BY BOWMAN & CO, LLP  |
| <a href="#">24-79</a> | RESOLUTION AUTHORIZING REVEVAL OF MEMBERSHIP IN THE NEW JERSEY HOUSING AUTHORITY JOINT INSURANCE FUND (JIF)   |
| <a href="#">24-80</a> | RESOLUTION HONORING EYDIE BLAIR, INTAKE DEPARMENT SUPERVISOR, FOR 33 YEARS OF SERVICE   |
| <a href="#">24-81</a> | RESOLUTION HONORING WALTER NORRIS, HEARING OFFICER, FOR NEARLY 12 YEARS OF SERVICE  |
| <a href="#">24-82</a> | RESOLUTION AUTHORIZING PURCHASE OF CUBICLE PARTITIONS HAGC'S ADMINISTRATIVE OFFICE  |
| <a href="#">24-83</a> | RESOLUTION RATIFYING EMERGENCY CONTRACT FOR ADDITIONAL MORTAR AND CAULKING REPAIRS AND ONSITE EPAIR OF WEEP HOLES PUSUANT TO N.J.S.A. 40A:11-6- CARINO PARK – TRISTATE MASONRY RESTORATIONS LLC |
| <a href="#">24-84</a> | RESOLUTION APPROVING ANNUAL REVIEW OF POLICY WITH RESPECT TO INDEMNIFICATION OF COMMISSIONERS AND EMPLOYEES CONSISTENT WITH N.J.S.A. 59: 10-4   |
| <a href="#">24-85</a> | RESOLUTION AUTHORIZING EXECUTIVE SESSION - <b>TABLED</b>  |

**MOTION TO APPROVE ALL AGENDA ITEMS**

**MOTION:** Commissioner Daniel Reed  
**SECOND:** 2nd Vice-Chairman Brenden Garozzo  
 ALL IN FAVOR

 **PUBLIC PORTION:**

Any comments from the public.

**MOTION TO OPEN PUBLIC PORTION:**

**MOTION:** 1<sup>st</sup> Vice Chairman John Giovannitti  
**SECOND:** Treasurer Scott Kintzing  
 ALL IN FAVOR

Seeing no members of the Public.

**MOTION TO CLOSE PUBLIC PORTION:**

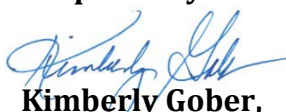
**MOTION:** 1<sup>st</sup> Vice Chairman John Giovannitti  
**SECOND:** Treasurer Scott Kintzing  
 ALL IN FAVOR

 **ADJOURNMENT:**

**MOTION TO ADJOURN:**

**MOTION:** 1<sup>st</sup> Vice Chairman John Giovannitti  
**SECOND:** Treasurer Scott Kintzing  
 ALL IN FAVOR

**Respectfully submitted,**



**Kimberly Gober,**  
**Dated: August 28, 2024**