



# **The Housing Authority of Gloucester County**

## REGULAR BOARD MEETING

*November 16, 2022*

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**A Regular Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkis Building, on Wednesday, November 16, 2022 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
- ✓ Treasurer Scott Kintzing
- ✓ Commissioner Brenden Garozzo

**And the following were absent:**

- ✓ 2<sup>nd</sup> Vice Chairman Frank Smith
- ✓ 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
- ✓ Paul Letizia, AHO Director
- ✓ Nelly Rojas, Executive Assistant
- ✓ Grace Seeney, Finance Director

### **🏛️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:** Commissioner Brenden Garozzo

**ALL IN FAVOR**

## **EXECUTIVE DIRECTOR REPORT:**

- E.D. Gober shares with the Commissioners with great sadness the passing of former Commissioner Betty Jane Purnell on August 10, 2022. Former Commissioner Purnell proudly served HAGC's organization for 20 years.
- E.D. Gober indicates the Housing Authority of the Borough of Glassboro's (GHA) project, Village of Harmony Garden, will soon start lease-ups. The builder suggests that turnover of all the units will happen all at once at the beginning to mid-December. The application list is currently open, and individuals will soon be contacted to determine eligibility for vouchers. GHA has a partnership with Pennrose Properties, Pennrose will start the leasing and GHA will review the files to certify voucher issuance. A scheduled walk through for punch list items will soon be performed.
- E.D. Gober informs that regarding staff, HAGC is short a Tenant Interviewer/Investigator (TII) and after conferring with the Personnel Committee, it is supported that HAGC hire two part-time TII staff members. Also, in conjunction with HAGC's new security program, we want to hire two additional part-time Security Guards. HAGC would like to have more Security Guards available to provide more coverage with the new security program. An in-house applicant was hired as HAGC's new Security Supervisor. Our applicant has prior experience in a security capacity with a Housing Authority. HAGC will also look to fill this applicant's previous job position. The security room is about 90% operational and Life Station contracts have been executed. The internet service contracts were executed following the September Board Meeting. IT Director Alma Asllanaj informs that internet service should be operational at all sites by December 15, 2022, and HAGC will then coordinate with Life Station. Also, AHO Department will have electric strikes installed on the doors to each security office to permit access for EMS and also have electric strikes installed on the exterior doors to provide lockdown capability. The remote access will be from the Security Operations Center in Colonial Park.
- E.D. Gober indicates with the RCSJ project that HAGC met with McKernan Architects, Development Consultant Rick Ginnetti, Gloucester County and the College for a review of the plans and concept. The County and College have given HAGC the greenlight to proceed with the next phase for bids.
- E.D. Gober explains RES 22-107, 22-108, and 22-109 respectively are recommending Angelini, Viniar and Freedman for Primary Counsel, Brown and Connery for Secondary Counsel, Bowman and Company for Audit Services, and The Brooke Group for Housing Development Consultant. Also, RES 22-110 regards voiding outstanding checks and distribute unclaimed funds to the State. RES 22-111 proposes a change to the Section 8 Administrative plan, HAGC has been operating under a waiver that will expire at the end of this year to permit voucher holders searching for housing additional time. Regulations permit 60 days then an additional 60 days can be requested, also HAGC has always provided an additional 30 days for a disabled individual as a reasonable accommodation, this resolution will permit HAGC to still allow the additional search time for voucher holders. RES 22-112 involves closing out HAGC's capital funds program for the listed grant year.

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

## **AGENDA:**

- A. Review and Action of Minutes – NOVEMBER 2022
- B. Consider Interim Bill List, 22-11 Sections A, B, C, D
- C. Consider Bill List 22-11 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**

22-107	CONSIDER RESOLUTION AUTHORIZING ANS ACCEPTING A CONTRACT FOR PRIMARY AND SECONDARY LEGAL SERVICES FY23
22-108	CONSIDER RESOLUTION AUTHORIZING ANS ACCEPTING A CONTRACT FOR AUDIT SERVICES FYE 2022
22-109	CONSIDER RESOLUTION AUTHORIZING AND ACCEPTING A CONTRACT FOR HOUSING DEVELOPMENT CONSULTANT SERVICES FY23
22-110	CONSIDER RESOLUTION VOIDING OUTSTANDING CHECKS AND AUTHORIZONG TEH HOLDING OF SAID FUNDS AS UNCLAIMED PROPERTY
22-111	CONSIDER RESOLUTION AUTHORIZING CHANGES TO SECTION 8 ADMINISTRATIVE PLAN – REQUESTS FOR VOUCHER EXTENSION(S)
22-112	CONSIDER RESOLUTION AUTHORIZING THE FINAL CLOSEOUT PERFORMANCE AND EVALUATION REPORT FOR NJ39P204501-19 CF BUDGET
22-113	CONSIDER RESOLUTION AUTHORIZING EXECUTIVE SESSION - <b>TABLED</b>

### **MOTION TO APPROVE THE AGENDA ITEMS 22-107 thru 22-109**

**MOTION:** Commissioner Brenden Garozzo

**SECOND:** Treasurer Scott Kintzing

**ALL IN FAVOR**

### **MOTION TO APPROVE THE AGENDA ITEMS 22-110 thru 22-113**

**MOTION:** Treasurer Scott Kintzing

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

**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:** Commissioner Brenden Garozzo

**ALL IN FAVOR**

 **ADJOURNMENT:**

**MOTION TO ADJOURN:**

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

**SECOND:** Chairman William W. Bain, Jr.

**ALL IN FAVOR**

**Respectfully submitted,**



**Kimberly Gober, Secretary**

**Dated: November 16, 2022**