

July 26, 2021

Sunshine Law: This meeting is being held in conformance with the New Jersey Open Public Meeting Act, otherwise known as the "Sunshine Law". It has been legally noticed in accordance with the law and copies have been given to those requesting the same.

- I. CALL TO ORDER
- II. ACTION ON PREVIOUS MINUTES
ACTION ON EXECUTIVE MINUTES
- III. COMMUNICATIONS
- IV. BILLS-None
- V. TREASURER'S REPORT
- VI. ATTORNEY'S REPORT
- VII. PRD'S REPORT-attached
- VIII. OLD BUSINESS
- IX. NEW BUSINESS
- X. ADJOURNMENT

CAUCUS MEETING: 6:30

Meeting- immediately following caucus meeting.

GLOUCESTER CITY HOUSING AUTHORITY

Minutes for the June 28,2021 Meeting

CALLED TO ORDER AT: Charles Pacifico, Chairman

ROLL CALL:

	<u>PRESENT</u>	<u>ABSENT</u>
PACIFICO	X	
KORMANN	X	
MCSWEENEY	X	
DOUGHERTY	X	
MICHEL	X	
HAGAN		X
KAIN	X	

Others Present- C. Wigginton and L. Warner.

ACTION ON PREVIOUS MINUTES

Motion to accept Previous Minutes: P. Kain - yes and seconded by R. Michel. All those in favor, say aye.

Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, M. Dougherty, - yes, R. Michel, - yes, P. Hagan,- A, P. Kain - yes, Motion passed.

ACTION ON EXECUTIVE MINUTES:

Motion to accept Previous Executive Minutes: R,Michel and seconded by P.Kain. All those in favor, say aye.

Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, M. Dougherty, - yes, R. Michel, - yes, P. Hagan - A, P. Kain - yes, Motion passed.

COMMUNICATIONS: None

BILLS- None

TREASURER'S REPORT

Motion to accept Treasurers Report: M. McSweeney and seconded by P. Kain. All those in favor, say aye.

Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, M. Dougherty, - yes, R. Michel, - yes, P. Hagan, - A, P. Kain - yes, Motion passed.

ATTORNEY'S REPORT

Commissioner Charles Kain's holdover pending appointment.

Resumption of in person meetings.

Grievance Hearing Panel - obtained consents to serve as hearing officers for GCHA as follows; Charles Shimberg - Gloucester City Municipal Judge; Allison Weinroth - Gloucester City Municipal Prosecutor; Steven Peterson - Municipal Prosecutor for various local Municipal Courts; Brian Herman - Municipal Judge for Merchantville Borough.

Tenancy Matters - Eviction actions and residential lockouts in New Jersey - we were advised that they did not expect the process to be back to normal until at least January 2022.

Motion to accept Attorney's report: R. Michel and seconded by P. Kain. All those in favor, say aye.
Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, M. Dougherty, - yes, R. Michel, - yes, P. Hagan, - A, P. Kain - yes, Motion passed.

PRD REPORT

Motion to accept PRD's report. P. Kain and seconded by P. Kormann. All those in favor, say aye.
Roll Call: C. Pacifico - A, P. Kormann - yes, M. McSweeney -yes, M. Dougherty, - yes, R. Michel, - yes, P. Hagan, - A, P. Kain - yes, Motion passed.

OLD BUSINESS NONE

NEW BUSINESS

Approved Annual Legal Contract, Resolution 21-06-29.

Grievance Panel - Board of Commissioners who will serve as hearing officers for GCHA. C. Pacifico, P. Kain and M. McSweeney.

Motion to accept approved resolutions: R. Michel and seconded by P. Kain. All those in favor, say aye.
Roll Call: C. Pacifico - yes, P. Kormann - yes, M. McSweeney - yes, M. Dougherty, - yes, R. Michel, - yes, P. Hagan, - A, P. Kain - yes, Motion passed.

Adjournment

Motion to adjourn, R. Michel and seconded by P. Kain.
All those in favor say aye, answered unanimously. Motion passed.

Meeting immediately following caucus meeting.



Activity Report for Gloucester Towne as of 07.15.2021

Financial updates & Board Action Items:

PRD submitted a financial statement by the 15th of the month.

Occupancy / Vacancy updates:

This property is 99 %* occupied as of this report.

Overview of Vacancies	2018	2019	2020	2021
# of Applicants on the waitlist	131	159	58	91
Apartment Turnovers	12	11	14	9
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	N/A	N/A
*pending MI this month				

Special Claims: None at the present time.

Physical / Maintenance updates:

Inspections

- HUD REAC inspections: Due to COVID19, all REACs were postponed, and have not been rescheduled. The HUD Protocol is reportedly changing and will soon include resident units and resident survey information as part of the scoring.
- Other annual inspections:
 - No inspections scheduled
 - Bedbugs & Pest Management
We have had 1 confirmed case of bedbugs in the past 6 months.

Large Maintenance Items Completed Last 6 months	Date	Cost
Roof - Repair Open Seams and Flashing/with new EPDM Cover Tape	04.19.2021	3,150.00
4th Floor Long Hallway - Installed new carpet	05.05.2021	3,000.00

Large Maintenance Items planned for the next 6 months	Target Date	Est Cost
Parking Lot - Coating & Striping	07/2021	5,800.00
Front Security Entry Doors	TBA	20,585.00
Rear Security Entry Doors	TBA	19,150.00
Trash Room Floor Coating	05.20.2021	2,531.25
Boiler - Weil McLain Hot Water Boiler Replacement Parts - sensor damaged from internal leak, boiler out of service	06.30.2021	3,290.00
Boiler - Replacement of Heat Exchange - under warranty	06.30.2021	3,198.20

Other Maintenance Updates & Special Projects

1st Floor Front & Rear Lobby - Stripe Wallpaper & Paint - Date to be determined

Resident Life and Activities:

- The community room was re-opened on 7/4 for resident use.
- 7/4/21 Tenants held a covered dish BBQ (8 tenants attended)
- 7/21/21 BINGO WITH TRINITY HEALTH
- 7/28/21 Pizza Day
- 8/4/21 Gameday

FUTURE EVENTS:

Yardzee game day

BINGO-Prizes have been donated by Catholic Daughters

Water Ice - Wednesday

Alex's lemonade stand -August Lemonade days

COVID-19 Updates:

For the calendar year to date, there have been:

- [7] COVID-19 cases were reported by residents.
- [0] COVID-19 cases were reported by site staff.

The staff continues to diligently sanitize all common areas and touchpoints. We continue to distribute PPE (masks/hand sanitizers) newsletters, and educational materials to residents, monthly and as needed.

Other / Misc. updates

None at the present time.