

March 28, 2022

**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 February 28, 2022 Meeting**

**CALLED TO ORDER AT: Charles Pacifico, Chairman**

**ROLL CALL:**

	<b><u>PRESENT</u></b>	<b><u>ABSENT</u></b>
<b>PACIFICO</b>	<b>X</b>	
<b>KORMANN</b>	<b>X</b>	
<b>MCSWEENEY</b>	<b>X</b>	
<b>HAGAN</b>	<b>X</b>	
<b>KAIN</b>	<b>X</b>	
<b>Michel</b>		<b>X</b>
<b>DOUGHERTY</b>	<b>X</b>	
<b>WALSH</b>	<b>X</b>	

Others Present- C. Wigginton, S. McElhatton, K. McGrath Dunn and L. Warner.

**ACTION ON PREVIOUS MINUTES**

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

**ACTION ON EXECUTIVE MINUTES:**

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

**COMMUNICATIONS: None**

**BILLS- None**

**TREASURER'S REPORT:**

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

**ATTORNEY'S REPORT**

Commissioner Charles Kain's holdover pending appointment.

Mayor and Council appointed Evan Walsh to a five (5) year terms as Commissioner from March 1, 2022, to February 28, 2027. Commissioner Walsh was sworn in and will need to complete the mandatory training courses from New Jersey Housing Authority Commissioners within eighteen months of his appointment.

Tenancy Matters - Eviction actions and residential lockouts in New Jersey, now have mandatory mediation which is now required prior to the court scheduling an actual trail for a judgment for possession.

Coast Guard Pier Redevelopment - We have emailed the correspondence inviting the developer to address the GCHA Board at a future meeting.

Riverwalk Insurance Renewals - renewal certificate of insurance coverage through December 2022 from the City's Insurance Agent was received.

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

**PRD REPORT**

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

**OLD BUSINESS**      None

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**NEW BUSINESS**      None

**Adjournment**

Motion to adjourn, C. Pacifico and seconded by M. McSweeney.  
All those in favor say aye, answered unanimously. Motion passed.

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**Meeting immediately following caucus meeting.**



## Activity Report for Gloucester Towne as of 03.23.2022

This month's board meeting will be held at 6:30 pm at Gloucester Towne.

### Financial updates & Board Action Items:

The Property operates well, the expenses are in line with budget and the staff keeps units occupied.

Commissioner Kain was reappointed to a five (5) year term from March 1, 2022 to May 14, 2026. Mr. Kain will be sworn in at the March 28th, 2022, board meeting.

Resolutions: Official Newspapers, Official Bank, GCHA Meeting Schedule.

Capodagli Property Company will be here for the April 25th, 2022, board meeting to meet with the commissioners regarding pending development.

Occupancy / Vacancy updates:

This property is 100 %\* occupied as of this report.

Overview of Vacancies	2019	2020	2021	2022
# of Applicants on waitlist	159	58	121	139
Apartment Turnovers	11	14	11	06
Currently Vacant Units (Rented but still awaiting move-in)	N/A	N/A	N/A	N/A
<i>*pending MI this month</i>				

**Special Claims:** \$862.00 was approved and will be paid on April 2022 HAP Voucher.  
Submitted special claims for \$ 479.00 waiting on approval from Pam Breitenbach at HUD.

## Physical / Maintenance updates:

### Inspections

- HUD REAC inspections: On October 18th 2021 we received 97c. . Next REAC will be scheduled in 2024/2025.
- Other annual inspections:
  - Gloucester City Housing And Building Annual Rental Registration Inspections. Building Inspectors are notifying management by Block/Lot numbers.
  - Bedbugs & Pest Management  
We have had 1 confirmed case of bedbugs in the past 6 months.  
Ehrlich Pest Control - Bed Bug Canine Service was completed on March 21th & 22nd 2022.

Large Maintenance Items Completed Last 6 months	Date	Cost
Boiler - Weil McLain HW Boiler Replacement Parts - sensor damaged from internal leak, boiler out of service	10.01.2021	\$3,290.00
Boiler - Replacement of Heat Exchange - under warranty	10.01.2021	\$3,198.20
459 North Fillmore -Garage Roof Replacement	03.22.2022	3,460.00

Large Maintenance Items planned for the next 6 months	Target Date	Est Cost
Parking Lot - Coating & Striping	TBA	\$5,800.00
Front Security Entry Doors	TBA	\$20,585.00
Rear Security Entry Doors	TBA	\$19,150.00
228 Hudson Street - Exterior Stone Wall - Painting	TBA	\$7,500.00

### Other Maintenance Updates & Special Projects

1st Floor Front & Rear Lobby - Stripe Wallpaper & Paint - Date to be determined and when funds are available..

Security upgrades (board request) will be evaluated in early spring.

### Resident Life and Activities:

The Community Room is now open!

And we are Mask Free as of 3/14/22 (Individuals who are not vaccinated are strongly recommended to wear a mask)

**FUTURE EVENTS: -scheduled**

Tenant meeting- for Tenants Association -4/1/22 @ 2PM

Quarterly Birthday Party - 3/25/22 at 2:30PM

BINGO-Prizes have been donated by Catholic Daughters 4/6/22

Budgeting for Seniors -SCUCS 3/30/22 at 1pm

EARTHDAY BINGO WITH AMERIGROUP- 4/22/22 at 2pm

**COVID-19 Updates: for year 2021-2022 current date**

For the calendar year to date, there have been:

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

Notices have been delivered and posted at both entrances and on the office window, with the following instructions, Masks are strongly recommended for anyone who is not vaccinated

**Other / Misc. updates**

None at the present time.