

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, January 16, 2020
6:00 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Chairman Ruiz-Mesa on Thursday, January 16, 2020 at 6:00 p.m. at the office of the Authority located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

The following Commissioners were present:

Commissioner Chris Chapman
Commissioner Rudolph Luisi
Commissioner Alexis Cartagena
Commissioner Daniel Peretti
Commissioner Brian Asselta
Chairman Mario Ruiz-Mesa

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire – Solicitor, Linda Cavallo – Accountant and Gloria Pomales, Executive Assistant.

Chairman Ruiz-Mesa read the Sunshine Law.

Chairman Ruiz-Mesa entertained a motion to approve the minutes of meeting held on September 25, 2019. A motion was made by Commissioner Chapman and seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Abstain)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Executive Session held on September 25, 2019. A motion was made by Commissioner Chapman and seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Abstain)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on October 17, 2019. A motion was made by Commissioner Luisi and seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Abstain)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Abstain)

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Special Meeting held on November 4, 2019. A motion was made by Commissioner Chapman and seconded by Commissioner Luisi. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Abstain)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Executive Session held on November 4, 2019. A motion was made by Commissioner Chapman and seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Abstain)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on November 21, 2019. A motion was made by Commissioner Chapman and seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Abstain)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Abstain)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Chairman Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the three months ended December 31, 2019.

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones updated the Board regarding the RAD conversion for Kidston and Olivio. Working with the architect on getting the plans drawn for the work that needs to be completed at the towers and continuing to work with HUD to get the financial plan together. This project will be similar to the Tarkiln/Asselta conversion where a bond will be issued. This is also the project that will receive \$2.1 million from the Federal Home Loan Bank of NY (FHLB NY). The major repair issue with Kidston is replacing the pipes. The house that burned down in 2018, the modular was set about 3-4 weeks ago. The Authority expects it to be occupied in the next 30 days or so.

In the resolution section of the meeting there is a resolution to update the Section 8 Administrative Plan and the Admission and Continued Occupancy Policy (ACOP). The update is for the change in eligibility for admissions. In the past, the Authority was very strict about certain criminal activities. The move with HUD is to look at the totality of an applicant's situation and not just deny applicants who may have had a minor infraction many years ago. For example, the Authority is to review the circumstances of an arrest and/or conviction and determine if the applicant has re-offended in the last 5 or so years. If not, it's likely the Authority will give them an opportunity for housing. Mr. Gabage stated he does not believe the amendment changes anything. The administration always looked at all the circumstances in making a decision. It seems like HUD's position is that if you do not have everything spelled out the way they want it spelled out in the Authority's admission's policy you can never ever deny anybody. It is a necessary to do the amendment and the administration obviously is not going to let somebody become a resident if that person is going to be a threat to children and/or other residents.

The changes to the Section 8 Administrative Plan concerns properties that are being converted to the Rental Assistance Demonstration (RAD) program. Residents in properties that are converting to RAD must pay 30% of their income toward their rent. In cases where residents are considered "over-income" they may be paying a Flat Rent, which is less than 30% of their rent. This change requires all residents to pay 30% of their income toward rent. Upon the RAD conversion, there is a 3-year phase-in permitted to implement the rental increase.

On December 22nd a resident ran into the Olivio Towers with their car. The damage is to the roll-up doors and building bricks where the trash room is located. with their car. Since there was not a meeting last month, there is a resolution on the agenda tonight for emergency repairs to the building. The insurance company is involved and things are moving along, but the Authority needed to get a company to sure up the building because a beam was hit.

Mrs. Jones recapped on the Scattered Sites. Several years ago, the Authority applied to HUD to dispose of the scattered sites. The process was started including appraisals of the properties and meetings with the residents. HUD then stated we could not sell the properties solely because the Authority felt it did not have enough money to fix them. It was not a good enough reason. Then HUD changed their mind. The Authority can now sell the properties and use the profits to improve another public housing properties and/or RAD properties during the conversion. All of the appraisals had to be updated. The appraisal values have increased by approximately \$800,000. The Authority will start the disposition process again. A meeting in February will be held with the scattered site residents.

The reason we are here tonight at 6 p.m. was because we were supposed to have a regular meeting and then have a presentation by one of the three developers that responded to the RFP for D'Orazio Terrace, but there was difficulty finding a conflict attorney. An attorney from Princeton has been found that has no conflicts with any of the developers. The scheduled meeting for next week and the week after will be canceled. We have three proposed dates for February (February 6th, 13th and 20th). The 20th is the Board's regularly scheduled meeting. These dates will be emailed out to the commissioners to

check their availability. These meetings will be held at 6 p.m. The developers will be notified and we will get the process underway.

The Authority will be updating the Parking Policy. The reason for the update to the policy is due to some issues with unauthorized vehicles parking in Authority lots. Particularly at Kidston and Olivio. The major change to the policy is the designation of resident parking versus visitor parking. The Authority is not assigning parking spaces we are just designating resident parking areas versus a visitor's parking area. Visitors will be required to have a VHA "hang tag" on the rearview mirror that is from the office that states they can park in the lot overnight for a specific period of time. If they do not have "hang tag" and are parked anywhere in the parking lot they will be towed. If they are parked in the resident area and the vehicle is not registered with the current sticker, the vehicle will be towed. The entire parking lot already has signage regarding the towing policy. All of the residents will be notified about the updated policy and will receive a copy of the policy. The policy will be posted. Over the last several years, there has been an increase in trash because of the increase bodies in the building and parking has been almost impossible in the evening. The Authority will be re-registering every vehicle to know exactly how many cars should be in the parking lot.

The Buena Housing Authority (BHA) Board meets four times a year. There are currently only four commissioners. It has been difficult to get people to serve on the Buena board. A meeting was held this evening and it appears the Chairman has found one person that is willing to serve. The BHA community is quiet. The floors and countertops in all the kitchens are being replaced. The BHA is financially solid.

The Ocean City Housing Authority (OCHA) continues to meet monthly. They are financially solid. Three years ago, that was not the case. The Authority owed the City \$352,000 and owed the State about \$52,000 for repairs needed due to damage from Hurricane Sandy. All of these funds have been repaid. The Authority made a lot of major repairs and it is back in shape. The OCHA is currently working on a RAD conversion in addition to building a 32 unit building to replace some senior units that are in a flood zone. Some of the funds is coming from the government through NJHMFA specifically for housing authorities that were affected by Hurricane Sandy. The balance of the funds to build this building is coming from the City through a bond issue. Part of the bond money is going to refurbish the 61 unit mid-rise 5-story apartment building that was built in the early 1970's. In addition, 10 scattered site homes will be built throughout the City of Ocean City. This is a partnership to help the City with their fair share housing quota. All of this is to be done by 2025. The RAD conversion will hopefully be settled February/March. There will be a ground-breaking in early April with construction to begin shortly after. After those properties are completed, there are 40 family units that need to be built transferring the current 40 families into the new buildings. The existing family units were all flooded during hurricane Sandy. Ultimately, all the units will be refurbished or brand new. There is a lot going on at OCHA, but a very interested and participating Board, City Council and Mayor. The City has also provided \$45,000 per year to assist the Authority residents with mental health counseling. These funds were provided through their Community Development Block Grant.

Committee Reports: Election of Officers – Vice Chairman Chapman reported the committee met and it recommends to the Board that the existing Chairman, Vice Chairman and Secretary remain. He turned the meeting over to Mr. Gabage. Mr. Gabage stated he is going to assume the committee nominated Mario Ruiz-Mesa as Chairman and Chris Chapman as Vice Chairman. The Secretary/Treasurer by law has to be the Executive Director. Mr. Gabage asked if there were any other nominations for the three positions. Seeing none, he closed the nominations. A vote will be held. If the commissioner votes yes you are voting in favor of all those three people being selected to those position. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Mr. Gabage turned the meeting over to Chairman Ruiz-Mesa.

Old Business: None.

New Business: None.

With no other discussion in related matters the Chairman moved to the Resolutions.

Resolution #2020-01
Resolution to Approve Monthly Expenses

Chairman Ruiz-Mesa has reviewed the expenses and recommends them for payment in the sum of \$2,263,030.82. Chairman Ruiz-Mesa stated the reason the amount is so high is due to not having a quorum last month to have a meeting. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2020-02
Approving 2020 Meeting Dates

Chairman Ruiz-Mesa called for a motion to Approve Resolution #2020-02. The resolution was adjusted to reflect the February meeting dates. The adjusted meeting dates will be republished. A motion was made by Commissioner Chapman; seconded by Commissioner Peretti. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2020-03
Appointing JIF Fund Commissioner

Chairman Ruiz-Mesa called for a motion to Approve Resolution #2020-03. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2020-04
**Authorizing Entering into a Contract Agreement
with Wroniuk, LLC T/A Wheat Road Cold Cuts**

Chairman Ruiz-Mesa called for a motion to Approve Resolution #2020-04. A motion was made by Commissioner Chapman; seconded by Commissioner Peretti. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Abstain)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2020-05

Adopting Revisions to the Public Housing Admissions and Continued Occupancy Policy and Section 8 Administrative Plan

Chairman Ruiz-Mesa called for a motion to Approve Resolution #2020-05. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2020-06

Awarding Special Legal Services Contract – Bond Counsel

Chairman Ruiz-Mesa called for a motion to Approve Resolution #2020-06. A motion was made by Commissioner Cartagena; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2020-07

Establishing Amendment to Parking Policy

Chairman Ruiz-Mesa called for a motion to Approve Resolution #2020-07. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2020-08

Authorizing Emergency Contract(s) for Immediate Repairs to Olivio Towers

Chairman Ruiz-Mesa called for a motion to Approve Resolution #2020-08. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2020-09

Resolution to Reject Bids Submitted for the Purchase of Maintenance Vehicles

Chairman Ruiz-Mesa called for a motion to Approve Resolution #2020-09. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2020-10

Authorizing Member Participation in a Cooperative Pricing System

Chairman Ruiz-Mesa called for a motion to Approve Resolution #2020-10. Mrs. Jones explained that for Resolution 2020-09 the bids for the vehicles were rejected because the bids came in at a ridiculous amount. Ron Miller did some research and went out and found a vendor that is part of the Educational Services Commission Cooperative Pricing System. This resolution is to participate in the pricing system. Resolution 2020-11 is the actual vendor that has the pricing on these vehicles through the cooperative pricing system. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2020-11

Authorizing Entering into a Contract Agreement with Beyer of Morristown

Chairman Ruiz-Mesa called for a motion to Approve Resolution #2020-11. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2020-12

Designating an Official Newspaper for the Publication of Business-Related Matters

Chairman Ruiz-Mesa called for a motion to Approve Resolution #2020-12. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2020-13

Designating an Official Newspaper for the Publication of Advertisements for Contracting Purposes or Various Other Items

Chairman Ruiz-Mesa called for a motion to Approve Resolution #2020-13. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2020-14

**Authorizing the Execution of a Sub-Grantee Agreement (CDBG)
with the City of Vineland for the Computer Learning Center**

Chairman Ruiz-Mesa called for a motion to Approve Resolution #2020-14. Mrs. Jones stated the City of Vineland has allocated funds for the Housing Authority to use from the CDBG funds. For year 2019 the amount is \$4,000. The Authority will purchase computer equipment or some other learning type products that will assist our residents particularly in the Family Self-Sufficiency Program. The last few years the Authority has purchased laptops and financial management software. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

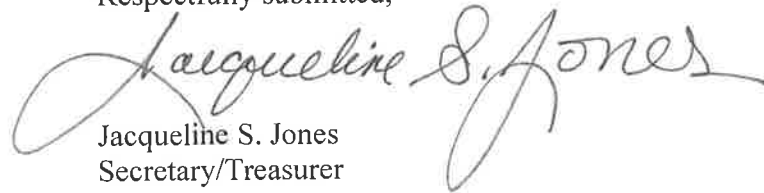
Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

There is no need for Executive Session tonight.

Chairman Ruiz-Mesa asked for comments from the press and/or public. No comments. No additional comments from Board Members.

With no further business to discuss, Chairman Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Chapman; seconded by Commissioner Peretti. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 6:47 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jacqueline S. Jones". The signature is written in black ink and is positioned to the right of the typed name and title.

Jacqueline S. Jones
Secretary/Treasurer