

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, May 20, 2021
5:00 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order via video teleconference by Chairman Ruiz-Mesa on Thursday, May 20, 2021, at 5:00 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	(absent)
Commissioner Gary Forosisky	
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 the Regular Meeting held on April 15, 2021. A motion was made by Commissioner Asselta and seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Gary Forosisky	(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 seven months ending April 30, 2021.

Executive Director's Report:

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones commented on the financial statement. The profit on Section 8 means the Authority is receiving more Housing Assistance Payments (HAP) funds than it is using right now. This means the Authority will be issuing some vouchers. Some of this is attributed to HUD catching up with the HAP funding conversion of Kidston and Olivio, which was in December. It also has to do with the conversion of Bayview Manor in Ocean City since the VHA is administering those vouchers. The next couple of months the VHA will have some lease-ups to do to utilize these HAP funds.

The Authority had two COVID vaccine clinics on site. The VHA initially had one scheduled for the Johnson and Johnson vaccine that was literally scheduled the morning the vaccine was recalled. The VHA rescheduled clinics in conjunction with Walmart. At that point, the Authority was able to open up the clinic to anyone 18 and older.

The VHA has some renovation projects in the works. There are some resolutions this evening regarding some of those projects. The roof project at Kidston and Olivio requires a 30-day extension with no cost change. All is going well with the roof project. Also in the resolution section, is the request of approval of a resolution to reject the bids for the exterior renovations at Kidston and Olivio. The interior renovations for Kidston and Olivio, particularly Kidston with the plumbing renovations, is anticipated to be awarded in July or August. In regard to the scattered site disposition, the VHA is requesting award of the realtors for the disposition of the scattered site properties. Activity will start within the next several months with listing the scattered properties and getting them sold to either the residents or a private buyer.

Committee Report: Commissioner Chapman and Chairman Ruiz Mesa discussed and approved the recommendations for contract approvals for Architectural and Engineering Services – Elevator Modernization Professionals to Haley Donovan and Real Estate Professionals to three realtors – Exit Homestead Realty Professionals, LLC, Keller Williams Realty of Cumberland County and Vineland Realty Corp.

Old Business: None.

New Business: None.

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

Resolution #2021-21
Resolution to Approve Monthly Expenses

Chairman Ruiz-Mesa has reviewed the expenses and recommends them for payment in the sum of \$1,071,189.17. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

Resolution #2021-22

Resolution to Approving Change Orders #1 and #2 for Asselta Acres Camera Project

Chairman Ruiz-Mesa stated this resolution is approve a change order to move the camera system recording equipment from the Corbin Center to the Administrative Offices. The cost is \$18,988. Mrs. Jones explained it is to furnish and install a wireless bridge from the Asselta property to the main office. The funding for this is coming from the construction account from the RAD conversion. Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-22. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

Resolution #2021-23

Resolution Approving Change Order #3 for Olivio/Kidston Tower Roof Replacement Project

Chairman Ruiz-Mesa stated this is for a 30-day extension to the project as Mrs. Jones reported. Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-23. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

Resolution #2021-24

Resolution to Reject Bids for Kidston/Olivio Towers Exterior Renovations

Mrs. Jones stated Mr. Gabage reviewed the resolution in the packet and he made some recommendations. The resolution has been revised based on his recommendations. Mrs. Jones reviewed the resolution. It has been determined the bids were not reasonable and over the Authority's budget. This resolution is required and since Ron Miller is a qualified purchasing agent for the VHA this resolution will authorize him to rebid or negotiate this project with the vendors. Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-24. 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	(Absent)
Commissioner Gary Forosisky	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2021-25
**Resolution Authorizing Execution of Standard Board Resolution
for the Congregate Housing Services Program**

Chairman Ruiz-Mesa stated this is the Congregate Services program for the Senior Citizens. This is a NJ State requirement resolution. Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-25. 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	(Absent)
Commissioner Gary Forosisky	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2021-26
Resolution Awarding Real Estate Sales Professional Services

Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-26. 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	(Absent)
Commissioner Gary Forosisky	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2021-27
**Resolution Awarding Special Architectural and Engineering Services
Elevator Modernization Project**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-27. 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	(Absent)
Commissioner Gary Forosisky	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2021-28
Resolution Approving New Job Description / Revised Organizational Chart

Mrs. Jones stated these changes are requested for the Occupancy Department, which is Public Housing and Section 8. The request is for an additional full-time Occupancy Specialist position and a part-time Administrative Assistant. There will be no budget change.. The current budget can absorb these changes. The reason for these changes is two-fold. The Authority is able to lease some more vouchers for the Section 8 Program. In addition to receiving 40 Mainstream Vouchers, which the Authority was awarded a couple of months ago, this past week the Authority also received 15 Emergency Housing Vouchers from HUD, which was part of the last round of Stimulus Funding from HUD. These are targeted to people that are homeless or people at risk of being homeless or domestic violence victims. These particular vouchers will take some leg work to get under contract. The thought is to hire someone part- time, possibly a Social Worker graduate with some experience. The Authority has to work with a Continuing of Care Agency who will actually refer people to us. In addition, there is funding to help these families with security deposits and possibly furnishing of their unit. There are bonuses to the Housing Authority that accept these vouchers and get them leased up rapidly. Once these 15 vouchers are leased they will become part of the Authority's pool of voucher, which will increase the program and increase the administration to make it happen. Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-28. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

There is no need for Executive Session.

Chairman Ruiz-Mesa asked for comments from the press and/or public. 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 Asselta; seconded by Commissioner Chapman. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 5:23 p.m.

Respectfully submitted,



Jacqueline S. Jones
Secretary/Treasurer