

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, January 20, 2022
6:00 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, January 20, 2022, at 6 p.m. at the Brown Community Center located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

The following Commissioners were present:

Commissioner Chris Chapman
Commissioner Rudolph Luisi **(Absent)**
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 November 18, 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	(Absent)
Commissioner Daniel Peretti	(Yes)
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 ending December 31, 2021.

Executive Director's Report:

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones updated the Board on the ongoing projects noting the projects that are completed and some that are on hold. The Authority is focusing on the Kidston and Olivio Towers renovations. The exterior renovation part of the project is limping along. Window submittals have been approved and construction meetings are continuing in regard to obtaining the supplies needed. Kidston Towers interior project is moving along fairly well. The actual work on the plumbing on the units is expected to begin this month. A lot of work has been done to get this started. 20 units were emptied. Furniture was ordered for 20 units to set them up as hotel units. Tenants are expected to be moved in and out of those hotel units about 6 weeks after they start on the first two risers. There has been some preliminary work done. They anticipate the work will only take about 6 weeks but will not know until they start. The project will take about 18 months to complete.

There has been some difficulty getting the appraisals back for the scattered sites because the market has been crazy. There are two appraisals in hand and another should be received within the next week or two. Two more will follow shortly after allowing for 5 houses on the market. Two will be on the market very soon. The scattered site homes were all appraised in 2018 in the \$94-100,000 range. These houses today are appraised at twice as much. There are about 12 houses the Authority is looking at retaining that are in close proximity to the administrative offices. There are a few on West Avenue that the Authority cannot sell due to EPA issues. The goal is to retain these units and convert them to RAD units to receive fair market rent on them. There are no issues with wells or septic systems on these units. Funds received from the sale of the houses can be used at Olivio Towers for refurbishing the elevators. Also, the plumbing and exterior work is higher than budgeted. These extra funds will be put to good use.

Committee Report: Chairman Ruiz-Mesa stated a committee was formed in November for the election of officers. Commissioner Chapman reported the Committee agreed to recommend Mario Ruiz-Mesa remain as Chairman and due to the status of Commissioner Asselta and his appointment it is the recommendation that Dan Peretti be appointed Vice Chairman. Mrs. Jones would be the Secretary/Treasurer.

Mr. Gabage asked if there were any other nominations. Seeing none, he closed the nominations and entertained for a motion to election of the three nominations reported by Commissioner Chapman. The following vote was taken:

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

Old Business: None.

New Business: None.

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

Resolution #2022-01
Resolution to Approve Monthly Expenses

Chairman Ruiz-Mesa has reviewed the expenses and recommends them for payment in the sum of \$2,447,520.00. These expenses include expenses from last month since the Board did not meet in December. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

Resolution #2022-02
Approve 2022 Board Meeting Dates

Chairman Ruiz-Mesa called for a motion to approve Resolution #2022-02. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

Resolution #2022-03
Appointing JIF Fund Commissioner

Chairman Ruiz-Mesa called for a motion to approve Resolution #2022-03. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

Resolution #2022-04
**Authorizing the Execution of a Sub-Grantee Agreement
with the City of Vineland for the Computer Learning Center**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2022-04. Mrs. Jones stated this is funding from the City that is used for updating computers/laptops or training for residents. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

Resolution #2022-05
Appointing Official Newspaper for Business Related Matters and Contracting Purposes

Chairman Ruiz-Mesa called for a motion to approve Resolution #2022-05. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

Resolution #2022-06
Approving Purchase of Utility Tractor

Chairman Ruiz-Mesa called for a motion to approve Resolution #2022-06. Ms. Jones commented that this utility tractor will be used to plow snow from the sidewalks. The Authority will retire an old tractor. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

Resolution #2022-07
**Adopting Revision to the Section 8 Administrative Plan
for the Emergency Housing Voucher Program**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2022-07. Mrs. Jones explained that last year there was some money that was allocated from COVID funds to permit HUD to develop different programs to help people find housing. The Emergency Housing Voucher (EHV) Program is for people who are homeless, close to being homeless, a victim of domestic violence, stalking or human trafficking etc. This is special money and the Authority has to work with a Continuum of Care (COC), which is a group of different social service agencies that form as a COC to provide services. The COC qualifies families or individuals for the EHV program. They come from various counties. The program supplies \$3,500 per voucher to assist families in finding places to live and furnish their apartment/house. The VHA was allocated 15 vouchers. By February the VHA will have 5 leased out of the 15 vouchers. The VHA must update its Section 8 Administrative Plan to stipulate how these funds may be used as outlined in the resolution. There is a process in place for the approval of funds. This resolution also establishes a Petty Cash Fund for the program. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Absent)
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 press or public 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 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 6:20 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer