

# Housing Authority of the City of Vineland

*REGULAR MEETING*  
**Thursday, February 17, 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, February 17, 2022, at 6 p.m. at the Brown Community Center located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

Chairman Ruiz-Mesa acknowledge the loss of Charlie Gabage as he will be missed. He welcomed Harry Furman, Esquire to the meeting.

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, Harry Furman, 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 January 20, 2022. 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 four months ending January 31, 2022. Mrs. Jones explained why it appears the financial report has a loss that is associated with the Housing Choice Voucher program. The Authority has funds being held by HUD known as “HUD Held Reserves” for the Housing Choice Voucher program.

## **Executive Director’s Report:**

Mrs. Jones provided an update on the Kidston and Olivio interior plumbing renovations project. There is a resolution tonight for Change Orders 1-3. This project is a major plumbing overhaul of the building. Mrs. Jones reviewed and explained the three change orders.

Three of the Scattered Site homes are listed for sale. The Authority is waiting on two more appraisals and a total of five house will be listed. Each home is listed for at least 14 days and then best and final offers will be accepted. She anticipates having settlement dates at next month’s meeting.

The CWA Union Contract for the Maintenance Department expired at the end of December. The Authority is in active negotiations with the Union with assistance from the Authority's labor attorney from Brown and Connery. Mrs. Jones reported there are no major issues. The union is looking for increased wages for the maintenance department.

The Family Self-Sufficiency grant the Authority has received for years has historically been valued at \$75,000. The Authority was able to ask for additional funds this year and will receive \$96,978.

There is a resolution this evening for a new position of Property Accountant. The Authority's business has gotten more complicated, and this position will help tremendously. Part of the cost for this position will be burden to the Ocean City Housing Authority as well as their business has gotten more complicated as well.

The audit figures from the State have been released and it is anticipated that the auditors will be at next month's board meeting to provide the Audit Report for year ending September 2020.

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones

**Committee Report:** None.

**Old Business:** None.

**New Business:** None.

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

**Resolution #2022-08**  
**Resolution to Approve Monthly Expenses**

Chairman Ruiz-Mesa has reviewed the expenses and recommends them for payment in the sum of \$1,553,581.32. Chairman Ruiz-Mesa stated the increased amount this month is due to the Pension payment. 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 #2022-09**  
**Approving Change Orders #1, #2 and #3 for Kidston & Olivio Towers Interior and Plumbing Renovations**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2022-09. 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 #2022-10**  
**Approving New Job Description / Revised Organizational Chart**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2022-10. 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 #2022-11**  
**Granting Office Leave of Absence**  
**FMLA – Blanca Matos-Phillips**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2022-11. Mrs. Jones stated Blanca Matos-Phillips is on a Family Medical Leave (FMLS) and this resolution is required by the Division of Pensions for an employee who is on FMLA and has run out of accrued time. 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 6:12 p.m.

Respectfully submitted,



Jacqueline S. Jones, Secretary/Treasurer