

Housing Authority of the City of Vineland

REGULAR MEETING **Thursday, August 21, 2025** **6:00 p.m.**

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Chairperson Ruiz-Mesa on Thursday, August 21, 2025, 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 Brian Asselta
Chairperson Mario Ruiz-Mesa
Commissioner Albert Porter
Commissioner Iris Acosta-Jimenez
Commissioner Elizabeth Serrano

Also, present were Jacqueline S. Jones, Executive Director, Wendy Hughes - Assistant Executive Director, Ron Miller - Director of Affordable Housing, Michael Watson - Esquire – Solicitor, Linda Cavallo – Accountant and Gloria Pomales - Executive Assistant.

Chairperson Ruiz-Mesa read the Sunshine Law.

Chairperson Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on July 17, 2025. A motion was made by Commissioner Asselta and seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Brian Asselta	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)
Commissioner Albert Porter	(Abstain)
Commissioner Iris Acosta-Jimenez	(Yes)
Commissioner Elizabeth Serrano	(Yes)

Fee Account's Report:

Chairperson Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the ten months ending July 31, 2025.

Executive Director's Report:

Chairperson Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones asked Ron Miller for an update on projects.

Ron Miller reported that the Tarkiln Acres roof replacement status remains the same as last month. Proposals received and are under review.

Regarding the Kidston and Olivio Towers elevator refurbishment, Ron met with Otis on site along with Lerch Bates earlier this month. An adjuster was sent because they believe the problem lies from a variable frequency drive (VFD). This drive adjusts the motor speed on the elevator but altering frequency voltage of the motor to regulate speed. In particular, at Kidston Towers the car stops and this is where adjustments are trying to be made. There is a meeting next week with Elevator Control Corporation, who is the manufacturer of the control equipment for this elevator, Lerch Bates and the Housing Authority team. This meeting will be held onsite at the building to

troubleshoot the VFD parameters. The elevators have been operational at Kidston Towers and whenever they do go out of service, the appropriate calls are made to Otis to enter service tickets. Olivio Towers elevators have been operating reliably.

Vineland Water Conditioning received the parts for the Kidston and Olivio Towers water filtration system. They will be coming out next week to install the parts.

In regard to Kidston and Olivio Towers fire pump replacement project, the filling station was installed. The pumps were never out of service the entire time and the Authority is in the closeout stage of the project.

The sale of the Scattered Site homes was completed. The remaining homes will remain in the Authority's inventory. AEI Consultants is scheduled for a call with the VHA's consultants and operations team to discuss the reports in detail to move forward with the process and the RAD conversion. It is anticipated to have RAD conversion completed in the first quarter of next year on the remaining scattered sites as long as the reports are clean.

D'Orazio Terrace Building #1 is essentially closed out. The contractors punch list is completed. The parking lot line striping and the signage are being completed by the VHA maintenance.

A & E proposals for the D'Orazio Terrace Community Room have been received and they are under review.

The units that were affected at D'Orazio Terrace Buildings #2 & #4 which were damaged by a fallen tree are now all reoccupied. The roof has been installed on both buildings. There will be a change order presented in the resolution section of the meeting tonight and it is recommended for approval to complete the gutter replacement on building #2.

The A & E proposal for Asselta Acres Building #3 remains under review.

Kidston and Olivio Towers camera project is completely closed out and 100% operational.

Melrose Court is 100% occupied.

Vineland Housing Authority properties as of today are 99.31% occupied.

Before going into his Community Outreach update, Ron wanted to take the opportunity to introduce key staff members to the Board. Ron introduced Ameera Dorsey, Public Housing and RAD Property Manager and Diana Morales, Operations Manager. Ameera oversees the lease up team, receptionists and lease enforcement personnel. She handles all landlord/tenant matters, frequently meets with tenants, responds to complaints, attends resident meetings, coordinates security and responsible for all lease enforcement actions. Diana Morales is responsible for maintenance and operations, which includes all maintenance, procurement, capital planning and construction, contracting and vehicle maintenance. She represents a large portion of the Authority's core business. She is responsible for the maintenance department's daily operations. She is in the field daily. She attends resident meetings and response to resident complaints. Diana is involved in all aspects of the Authority's capital planning and execution as well as becoming responsible for the Authority's procurement activities. Ameera and Diana are key players in the day-to-day operations of this Authority. Over the last month this management team, along with Ron and lease enforcement personnel held meetings at Kidston Towers, Olivio Towers, Tarkiln Acres and D'Orazio Terrace. The Authority Staff met with the residents to explain processes, understand the residents' concerns and answer their questions. There was a great mix of presentation material, interactive dialogue and questions. All of the content was presented in both English and Spanish at these meetings. One of the key issues addressed was who can

live in the buildings. The Authorities buildings are not designated as elderly buildings. By code of federal register, the buildings are designated as elderly, disabled and handicap regardless of age. This allows young people who are disabled to live in those buildings. There is no age designation and the Authority can not discriminate based on disability. The Housing Authority employees a full-time lease enforcement person who diligently follows through on lease infractions. The Authority is frequently in landlord tenant court and deals with violations in terms of the lease. Security at the buildings, particularly Kidston and Olivio Towers were discussed. Kidston Towers is secured by electronic magnetic locks that have a 600lb. rating. Olivio Towers is a little bit more challenging. It has a sliding door and it presents some challenges on how to secure because it is also a fire exit for the building. The Authority has taken measures to robustly protect this door, but there are ways to force your way in which it is breaking and entering. Staff reviewed for residents in detail on how to submit a complaint. The complaint should be submitted to the Vineland Housing Authority on a complaint request form. The only way the Authority can guarantee that the tenant receives a response is if the complaint is submitted to the Vineland Housing Authority directly. Complaint request forms are available at the Administrative office, by fax or by email. The Authority cannot guarantee to residents that a complaint will be directly addressed unless it is received at the Authority's Administrative Office. Complaints received by third parties or another person not directly associated with this Authority can not be guaranteed a resolution to their complaint. It is extremely important and this was stressed at the residents meetings that if the Authority does not have the complaints it cannot respond accordingly. The Authority recently implemented a response procedure and it was explained to all the tenants at the meetings. All complaints will be responded by USPS. The responsibility of the complaints is handled by the Authority's management team, typically Ameera and Diana. Tenants were reminded of the procedure to request a work order. The VHA office is staffed Monday through Friday 8:30 a.m. -4:30 p.m. with two live receptionists to take and log any tenant work order requests. There is security under contract and it is coordinated through Ameera and her team at both Kidston and Olivio Towers. Additionally, the Authority has reopened the office at Kidston Towers and provided notice to all the tenants. This office is available for both Kidston Towers, Olivio Towers and any other housing authority tenant. Finally, notices were sent out to all residents. A maintenance reminder was sent out to all tenants reminding them how to submit their complaints along with contact information for Ameera and Diana with their direct extensions. A notice was also mailed to all residents as a second reminder which included a magnet for their refrigerators with the Authorities contact number and how to submit a maintenance work order request. The Authority's social service team sent out correspondence to both Kidston and Olivio Towers regarding the food distribution program, who is eligible to receive, when they are eligible to receive food and how to contact the person responsible for the program. Both lease enforcement and the property manager, Ameera are walking the buildings regularly. Diana is also in the buildings on a daily basis along with maintenance supervisor and maintenance repairpersons.

The City of Vineland completed inspections of the buildings, specifically Kidston Towers. They were the annual inspections that are typically completed for the building. All notices of violations were responded to and acknowledged by the City of Vineland with the exception of one. The Authority is currently working through the one with the City, but the rest have been closed out and acknowledgment was received that they were closed out.

The Community Outreach Team held an event at Asselta Acres for the Authority's families. It was a back-to-school event and it was successful. Pictures were enclosed in the Administrative Report. Backpacks and school supplies were given away. Food was provided and activities were also on site. It was nice to see a good mix of families out there to enjoy themselves and gave the VHA's staff time to engage with the community and give back.

Commissioner Porter asked if Ron could elaborate on security. Ron stated there is security in place. It is Ameera and her staff's responsibility to handle the security. They met with the security

supervisor because the Authority was not totally satisfied with the level of service being provided. One of the things reviewed were the punch stations in the buildings and this information is downloaded into a computer. The other item being worked on is establishing reports from the security as to what they found. Ron was copied on a recent round of security reporting. They reported such things as open doors found and it was secured and unauthorized people in stairwell and they were asked to leave. The Authority has also been dealing with parking issues. The Authority has been reaching out to the Vineland Police. Cars have been actively ticketed. It is important to note the Vineland Police operate on a priority scale.

Commissioner Porter asked Mrs. Jones who Ameera and Diana report to. Mrs. Jones stated they report to Ron.

Mrs. Jones reported the Audit for the last fiscal year 2024 has been completed, but there is a delay with receiving the liabilities for the post-employment health benefits. These figures are supplied by the State of New Jersey and the delay with receiving these figures has been an issue for the past several years. The audit has been filed with HUD. The Auditor will not be presenting the audit to the Board until the post-employment benefit information is received from the State. There are no findings in the audit.

Committee Report: None.

Old Business: None.

New Business: The Board was emailed the Protection & Safe Treatment of Minors Policy with the initial board packet. Mrs. Jones stated this is a policy the Vineland Housing had, but this is an updated policy based on the latest information provided from the Authority's insurance carrier JIF. This policy is under consideration for tonight to pass via resolution for this policy. The policy is required by our insurance carrier.

Mrs. Jones brought up for discussion by the Board the use of facilities by outside organizations. There has been an inquiry by an outside organization to use the authorities facilities. Mrs. Jones provided her experience with the VHA over the past 19 years that the Authority does not open its facilities to outside organizations. It has not been done under her watch at the VHA. She also mentioned that Authorities she worked for in the past and the Authorities the VHA currently works with do not open up their facilities to outside organization. Before there is some discussion that may be had, the only other thing Mrs. Jones wanted to add is that when she encountered this originally about 18 years ago she contacted JIF from the Housing Authority she was at and she inquired about the use of facilities by outside organizations. JIF said very clearly that the facilities the Authorities have are for the benefit of our residents and not to the detriment of the Authority. This indicates there are risks and liabilities involved with opening an Authority facility to outside organizations. No additional discussion was had regarding this topic.

Resolution #2025-44 **Resolution to Approve Monthly Expenses**

Chairperson Ruiz-Mesa stated the bills have been reviewed and are recommended for payment in the sum of \$1,187,919.98. A motion was made by Commissioner Porter; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Brian Asselta	(Yes) — abstain on Brown & Connery invoices.
Chairperson Mario Ruiz-Mesa	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes) — abstain on Brown & Connery invoices.
Commissioner Elizabeth Serrano	(Yes)

Resolution #2025-45
**Authorizing Member Participation in a Cooperative Pricing Agreement – Hunterdon
County Educational Services Commission #34HUNCCP**

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-45. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. Ron Miller provided explanation of resolution. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Brian Asselta	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Commissioner Elizabeth Serrano	(Yes)

Resolution #2025-46
**Authorizing Use of Contract #HCEC-SER-24-16
(McCloskey Mechanical Contractors – HVAC Services)**

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-46. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. Ron Miller provided an explanation of resolution. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Brian Asselta	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Commissioner Elizabeth Serrano	(Yes)

Resolution #2025-47
**Authorizing Use of Contract #HCEC-SER-24-15
(Shade Environmental – Remediation Services)**

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-47. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. Ron Miller provided an explanation of resolution. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Brian Asselta	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Commissioner Elizabeth Serrano	(Yes)

Resolution #2025-48
Approving Change Order #1 – D’Orazio Terrace Bldgs. #2 & #4

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-48. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. Ron Miller provided an explanation of resolution. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Brian Asselta	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Commissioner Elizabeth Serrano	(Yes)

Resolution #2025-49
Awarding As-Needed Special Legal Services

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-49. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. Mrs. Jones provided an explanation of resolution. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Brian Asselta	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Commissioner Elizabeth Serrano	(Yes)

Resolution #2025-50
Adopt Budget 2025-2026

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-50. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. Mrs. Jones explained that the Board approved this budget several months ago. The State approved it as well. The Board will need to adopt the budget at this time. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Brian Asselta	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Commissioner Elizabeth Serrano	(Yes)

Resolution #2025-51
Granting Official Leave of Absence (FMLA)

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-51. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. Mrs. Jones provided explanation of resolution. Commissioner Porter asked how long the employee would be out on leave. Mrs. Jones indicated FMLA allows 12 weeks of protected leave. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Brian Asselta	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Commissioner Elizabeth Serrano	(Yes)

Resolution #2025-52
Adopt Protection & Safe Treatment of Minors Policy

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-52. A motion was made by Commissioner Porter; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Brian Asselta	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Commissioner Elizabeth Serrano	(Yes)

There is no need for an Executive Session. Chairperson Ruiz-Mesa asked for comments from the press and/or public.

Rebecca Payan – Kidston 10A stated she would like to give thanks for what they are trying to do and what they have done at Kidston Towers. It has been long overdue and that is why the City was called in. She stated it has taken her two years for her work order for her stove. She stated there are unauthorized people living in the building as well as children. This has been an ongoing issue and it is taking too long to be resolved. There is a tenant in the building (Unit 2F) who has complained about cockroaches to the Authority and has written a complaint. No one has responded. Ms. Payan stated she talked to Diana about this matter and still no one has responded. She asked to be able to put her Eagles flag up and was told no. She will follow the lease, but what makes the Spanish allowed to put flags, clothes and plants on their balcony and nothing is said about it. She states this is discrimination. She can't do it, but they can. Ms. Payan wants to thank the City for getting involved because if it weren't for them, they would still be with elevators not working. Things are still going on and she believes they need 24/7 security. There are drugs going in and out of the building.

Chairman Ruiz-Mesa stated to Ms. Payan that the problem with the elevator has to do with getting parts and it is out of the Authority's control. Ms. Payan states the elevator company advised her that the Authority does not want to pay for the new parts. Chairman Ruiz-Mesa stated that is not true. Ron Miller indicated the Board of the Vineland Housing Authority has never declined a change order for the elevators at Kidston and Olivio Towers.

Commissioner Porter asked what the procedure for the tenant who submits a complaint is and what is the timeframe for response. Mrs. Jones stated Ron addressed this during his report that they have instituted a new policy to respond to any written complaint with a written response. Ron Miller stated the goal is to respond within 10 days. This also depends on load. Commissioner Porter asked if there was any particular reason the Authority uses USPS as opposed to hand delivery. Mr. Porter stated the young ladies going to the sites can hand deliver responses to the residents with something they sign off on. Then response can be followed up by mail. He stated this would show the Authority is doing something. Ron stated the Authority provided both Diana's and Ameera's contact information and extension twice. The residents have their contact information and residents will receive return phone calls. Both of them have staff that can return those phones call on their behalf if need be. The USPS is the only guaranteed way to get notices to residents. Commissioner Porter stated the residents are not receiving anything. He wants them to receive something immediately so they cannot say the Authority isn't doing anything and residents stated they need to go to the City, HUD etc. People need to feel empowered and that the Authority cares about them. Ron stated the Authority is sending correspondence. Commissioner Porter stated he was addressing Jackie. Mrs. Jones stated this is a new process that Ron thought would be helpful for communication purposes. The Authority will need a little time to get it into the system. It is important note that last month Ron mentioned a number of cease notices that the Authority is issuing, which is approximately 80 +-cease notices a month. This is more than 10% of the Authority's resident base which is too high. The Authority has to process what is being received and if a lot of complaints are being received and it's going to take a little longer to process the volume of complaints. Mrs. Jones requested a little bit of time to get this under control since it is a new process right now. Commissioner Porter stated they (Diana and Ameera) have staff that can be utilized. The Authority can also do a grandparent program and bring some grandparents in to call people up. Mrs. Jones stated many times that the information regarding complaints is confidential. Commissioner Porter stated they can abide by confidentiality.

Cynthia Izquierdo – Kidston 4G, stated she is a new tenant at the Kidston Towers. She has been there for 9 months. In 9 months, she has filed several complaints and she has not received a response from the Authority. In different meetings she has met Commissioner Porter and Mr. Vargas. These are the two gentlemen that have been giving her the information that she needed. In her case with the elevators, going up the steps every time. She indicated she has a medical condition. She has complained about it several times to the office too. She met with Ameera around April because she had filed a complaint to get a transfer due to her situation. The Authority has refused and denied her request the same day. She received a letter in the mail 2 days later. Ms. Izquierdo filed an appeal. That is when she met Ameera for the first time. She has never seen her walking at Kidston Towers. There is an office in the building and it is only open 2 days a week for 2-3 hours in the afternoon. She states there is no communication. Ms. Izquierdo states she continues to come to the Authority back and forth, bringing different complaints. She had an appointment to speak with Mr. Ron Miller, but unfortunately, she felt uncomfortable in speaking with him because in one of the meetings at her building they were not understanding each other with the HIPPA law violation due to her medical condition. She explained her medical condition. She has been trying to move out of that building for months. Ms. Izquierdo stated she was told by Ms. Santos that it was going to be safe. She has complained several times in writing to Ron, Ameera and one time to the lady she just met regarding a gentleman threatening her with a gun. She brought it to Mr. Vargas' attention. This gentleman is still living there.

Patricia D'Ambrosia – Olivio 207 - Ms. D'Ambrosia stated nothing has been done about a cockroach problem. She mentioned it at a resident meeting. The Authority has missed two appointments to come into her apartment. They knocked on the door saying "housing" and when she opens the door no one comes in. She has missed the last two months now. Ms. D'Ambrosia stated she can't sleep in the apartment and it gives her anxiety. She feels an exterminator needs to come more than just once a month. There is way too many people and apartments for

extermination to happen just once a month. She has purchased her own indoor/outdoor spray, but she should not have to do that and live with cockroaches. Ms. D'Ambrosia also stated she had a woman steal a package from her. She does not feel comfortable anymore living there with this woman still living there. She is not sure how to go about being transferred or if the woman can be transferred. Commissioner Porter asked Mrs. Jones if she could suggest something to Ms. D'Ambrosia. Mrs. Jones stated this is not a Q&A meeting, but someone will reach out to her.

Kendelyn Heath – Kidston 9D - Mr. Heath has lived in Kidston Towers for about 12-13 years. Over the years he has had problems with neighbors and people smoking and doing drugs. He has filed complaints about his neighbors.

Juan Perez-Hams – Kidston 8K He does not speak English well. He states he needs the Authority's help because he has been to court twice. He does not like the two people that come to his apartment with the exterminator. He is not opposed to them exterminate. He was told to remove his cameras although he was robbed and assaulted. He is a mental patient. He has had his (cars) bicycle tires damaged. The Authority has not changed his locks. He put his own door chain to feel safe when he sleeps. He was taken to court for his cameras and for his music when he doesn't have a radio. He removed his cameras. This course case was finished and then a day and half later he received another letter for the same thing. He stove does not work nor does the floor. He has problems with his neighbors. They have stolen his packages several times.

Mr. Watson requested providing Mr. Perez-Hams an extra 2 minutes due to the language barrier.

Mr. Perez-Hams stated he has problems with the staff at the office. He was assaulted by 8 people. They were arrested and he is not sure if they are out of prison. He has proof of everything and has documents should the Housing Authority need them. He also has photos and police evidence. Mr. Perez-Hams only wanted to come to see if someone would listen to him. He thanked everyone.

Chairman Ruiz-Mesa all the complaints will be handled by the staff of the Vineland Housing Authority.

Ms. Izquierdo again stated they have all filed complaints and they have nothing about it. She stated they can provide pictures and copies of complaints of all the neighbors.

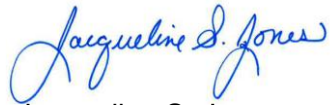
Chairman Ruiz-Mesa again reiterated that the Housing Authority will look into all these matters and thanked the residents for coming in.

Chairman Ruiz-Mesa asked for comments from Administration and/or Board Members. Mrs. Jones stated she has a written statement she would like read into the record. Now that the minutes of the July meeting have been formally approved. She would like to take a moment to address a specific statement that was made at the meeting in July by Commissioner Porter. Mrs. Jones is prefacing this by saying that she was not at the July meeting otherwise she would have addressed it at that time. At the July 17th Board Meeting, Commissioner Porter stated with regard to the tenant meeting at Kidston Towers lead by City Council, Commissioner Porter stated there were "tons of concerns" and he had expressed them to Jackie and others as well. Commissioner Porter also stated that he reached out to Jackie himself and left messages about the particular meeting. Mrs. Jones would like to clarify that she did not receive communication from Commissioner Porter about tons of concerns about any property. She would also like to clarify that she did not receive a message from Commissioner Porter about the Kidston meeting lead by City Council. Her intention is to make it clear that she has not had any communication with Commissioner Porter before or after the Kidston Tower's meeting and wanted to state the facts for the record. I was not informed of the tenant meetings or meetings that were held at Kidston

Towers beforehand at all. The scheduling of these meetings was not conveyed to me nor was she made aware of the meeting prior to it occurring through any official or informal channels.

With no further business to discuss, Chairperson Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 6:48 p.m.

Respectfully submitted,

A handwritten signature in blue ink, reading "Jacqueline S. Jones". The signature is written in a cursive, flowing style.

Jacqueline S. Jones
Secretary/Treasurer