

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, October 17, 2019
7:00 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Solicitor Charles Gabage on Thursday, October 17, 2019 at 7:00 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	<i>(Absent)</i>
Commissioner Rudolph Luisi	
Commissioner Alexis Cartagena	<i>(via phone)</i>
Commissioner Daniel Peretti	
Commissioner Brian Asselta	
Chairman Mario Ruiz-Mesa	<i>(Absent)</i>

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.

Solicitor Gabage read the Sunshine Law.

Solicitor Gabage entertained a motion to approve the minutes of the Regular Meeting held on September 25, 2019. Tabled for next month.

Solicitor Gabage entertained a motion to approve the minutes of the Executive Session held on September 25, 2019. Tabled for next month.

Solicitor Gabage called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the twelve months ended September 30, 2019.

Solicitor Gabage requested the Executive Administrative Report. Mrs. Jones updated the Board regarding the Rental Assistant Demonstration (RAD) for Kidston and Olivio. The VHA is continuing to work with the HUD Transaction Manager on the Kidston and Olivio conversion.

An RFP will be issued for Bond Counsel and quotations will be requested for Financial Counsel because. Quotes will be obtained for D’Orazio Terrace project for a conflict attorney. An update on this will be provided next month.

Committee Reports: None.

Old Business: None.

New Business: None.

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

Resolution #2019-55
Resolution to Approve Monthly Expenses

The Executive Director and the Assistant Executive Director both have reviewed the expenses and recommend them for payment in the sum of \$819,189.13. A motion was made by Commissioner Asselta; seconded by Commissioner Peretti. The following vote was taken:

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

Resolution #2019-56
Void Checks not presented for Payment

Mrs. Jones stated these are checks that have not been presented for payment and will be voided. Most of them are for return of security deposit refunds and a few utility reimbursement payments for the Section 8 Program. They have not been cashed for over a year. Solicitor Gabage called for a motion to approve Resolution #2019-56. A motion was made by Commissioner Luisi; seconded by Commissioner Asselta. The following vote was taken:

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

Resolution #2019-57
Accounts Receivable Decried as Uncollectible

Mrs. Jones stated these are the year-end bad debt write-offs for 9/30/2019. Most of these are due to evictions or residents that have vacated and left a balance. Solicitor Gabage called for a motion to approve Resolution #2019-57. A motion was made by Commissioner Luisi; seconded by Commissioner Peretti. The following vote was taken:

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

Resolution #2019-58
Authorizing Contracts with National Contract Vendors

Mrs. Jones stated these are the National Contract vendors the VHA would like to use for the fiscal year beginning 10/1/2019. Solicitor Gabage called for a motion to approve Resolution #2019-58. A motion was made by Commissioner Asselta; seconded by Commissioner Peretti. The following vote was taken:

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

Resolution #2019-59
Authorizing Contracts with State Contract Vendors

Mrs. Jones stated this resolution approving the State Contract vendors for the year beginning 10/1/2019. Solicitor Gabage called for a motion to approve Resolution #2019-59. A motion was made by Commissioner Asselta; seconded by Commissioner Peretti. The following vote was taken:

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

Resolution #2019-60
**Resolution for the Intention of Providing Management Services
to the Ocean City Housing Authority**

Mrs. Jones stated this resolution is to renew the Shared Services Agreement with the Ocean City Housing Authority that actually began 10/1/2019. The changes to this contract consist of a 2-year agreement and aside from the management services fee of \$75,000 is the addition to general office coverage, phone coverage and accounts payable preparation, which is estimated to be \$80,135, but is billed on an as used basis. Solicitor Gabage called for a motion to approve Resolution #2019-60. A motion was made by Commissioner Asselta; seconded by Commissioner Peretti. The following vote was taken:

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

Resolution #2019-61
Resolution Awarding Painting Services Contract

Mrs. Jones reported the Painting Services Contract was put out for bid. It was put out two years ago with two (1) year extensions. It is the same contractor that is the apparent successful bidder. The Board is being requested to approve this contract in an amount not to exceed \$50,000. The painting service is used as needed and when needed. Solicitor Gabage called for a motion to approve Resolution #2019-61. A motion was made by Commissioner Asselta; seconded by Commissioner Peretti. The following vote was taken:

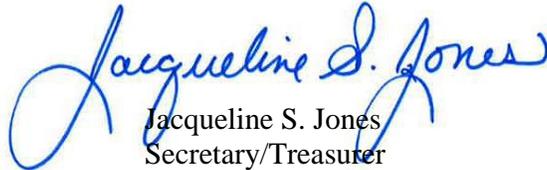
Commissioner Chris Chapman	(Absent)
Commissioner Rudolph Luisi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

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 Asselta; 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 7:12 p.m.

Respectfully submitted,


Jacqueline S. Jones
Secretary/Treasurer