

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, November 18, 2021
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, November 18, 2021, 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 October 28, 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 one month ending October 31, 2021.

Executive Director's Report:

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones updated the Board on the ongoing projects. The Asselta Camera project - there was a change order last month for more equipment needed for this project and that installation is in process. It should be completed within the next 30 days or so. The Kidston/Olivio roof project is complete and closed out. The Kidston/Olivio exterior renovation project was awarded to Gary F. Gardner and the project meetings have begun. The Kidston interior project was awarded several months ago. Overall, that has been delayed because of COVID, but meetings are in process to prepare for the construction. Construction is expected to begin in January. In regard to the Scattered Sites, there are three homes that are ready to be sold. There is a couple of other homes where the residents have requested to move to another housing authority property or have requested a voucher. Those two homes will be coming online soon to be for sale. The sale of scattered sites will be a long and slow process. Each resident is met with individually and counseled. The Authority meets with Rick Ginnetti of the Brooke Group weekly on the scattered site project. It will take a couple of years to sell of the homes.

The Authority had a lot of vacancies due to COVID. The Authority was also keeping vacancies open to move the residents from Kidston to other units. The big push now is to lease. The Authority typically loses 5-6 residents a month. This is still happening. The Authority is in the 10-15 unit lease up mode per month right now to get to full occupancy.

Committee Report: Chairman Ruiz-Mesa stated a Committee will need to be appointed for Re-Organization for the coming year for the election of officers. In prior years the committee consisted of Commissioners Chapman, Asselta and himself. Commissioner Chapman and Commissioner Asselta have not been reappointed and until then they will serve. The Committee will report to the Board next month.

Old Business: None.

New Business: None.

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

Resolution #2021-81
Resolution to Approve Monthly Expenses

Chairman Ruiz-Mesa has reviewed the expenses and recommends them for payment in the sum of \$883,196.58. 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 #2021-82
Awarding Information Technology Services Contract

Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-82. Mrs. Jones stated only one bid was received from Miles Technology who is the Authority's current vendor. 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 #2021-83
Adopting Revisions to the Section 8 Administrative Plan

Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-83. Mrs. Jones stated during COVID and not too long after March 2020, HUD issues a lot of waivers to Housing Authorities. The Authority really did not stop operating as it normally did and did not need to adopt a lot of the waivers. The only area the VHA couldn't complete was inspections because of the need to enter units. The VHA did several mass mailings to all Section 8 and Public Housing Residents inquiring if they needed any repairs. The Authority is getting back on track with all its inspections. This revision to the Section 8 Administrative Plan is two-fold. The Section 8 Program there are regulations now that state we can perform biennial inspections. The Authority needs to

pass this waiver to get it in the Authority's Administrative Plan and to also provide the Authority with an extension of completing all of these inspection by the end of December 2022. 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 #2021-84
Authorizing Shared Services Agreement with the
Cape May Housing Authority for Maintenance Services

Chairman Ruiz-Mesa called for a motion to approve Resolution #2021-84. Chairman Ruiz-Mesa explained her discussed this with Mrs. Jones and explained the Agreement is if the VHA is short maintenance staff the Cape May maintenance man can come to the VHA and vice versa. Mrs. Jones stated the Authorities are trying to share services all around because it is currently very difficult to find skilled maintenance repairers. 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