

# Housing Authority of the City of Vineland

**REGULAR MEETING**  
**Thursday, December 16, 2010**  
**7:30 p.m.**

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Chairman Robert A. D'Orazio on Thursday, December 16, 2010 at 7:30 p.m. at the office of the Authority located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360. The following Commissioners were present:

Commissioner Joseph Asselta  
Commissioner Samuel Levy  
Commissioner Beatrice Corbin **(Absent)**  
Commissioner Carmen Nydia Diaz  
Commissioner Vickie Burk  
Chairman Robert A. D'Orazio

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire -- Solicitor; Dan Avena from the VHA's fee accounting firm and Gloria Pomales, Executive Assistant.

Chairman D'Orazio read the Sunshine Law.

The Chairman entertained a motion to approve the minutes of the Regular Meeting held on November 18, 2010. A motion was made by Commissioner Asselta and seconded by Commissioner Burk. The following vote was taken:

Commissioner Joseph Asselta (Yes)  
Commissioner Beatrice Corbin (Absent)  
Commissioner Carmen Nydia Diaz (Yes)  
Commissioner Vickie Burk (Yes)  
Chairman Robert A. D'Orazio (Yes)

Chairman D'Orazio called for the Financial Report from Avena's office. Mr. Avena stated they just completed the year-end and the information was submitted to REAC. Mr. Avena reviewed the Financial Report for the two months ending November 30, 2010, by reviewing the numerous line item figures.

Chairman D'Orazio requested the Executive Administrative Report. Mrs. Jones reported the elevators at Kidston are up and running. The site improvements at Parkview and D'Orazio are being worked on with the "green" money the VHA was awarded as well as stimulus money from 2009. Mr. Avena commented that the utility conversion should lower the utility cost. Mrs. Jones stated the intent is to change from electric to gas for heat and hot water at Parkview because gas is more efficient. Electric would be for cooking and lights. The intent is when the VHA goes to the tax credit project there will be new leases and the tenants will be responsible for their utilities. The only way to show any measurable savings on utilities is when the tenant is responsible to pay for them. As of right now there are two buildings at Parkview that are converted to gas. The VHA is

still paying the utilities because it cannot change the lease until there is new ownership. The other two buildings will be converted in the spring. Set back thermostats have also been installed, which are factory set. The settings are within the law and are factory set.

Mrs. Jones reported the Congregate Services Program was approved from the State for funding. This year the program was funded at \$95,000.

Mrs. Jones reported the VHA received its second FEMA check for the snow storm from last year. The first check the VHA received was \$7,000 and the second was \$4,000. This covered approximately 75% of the cost for the two storms that were declared as eligible.

The VHA has applied for some energy money from stimulus funding that came from the Federal Government through the State of NJ. The VHA applied to have an energy audit done at Tarkiln Acres. After the results of the audit the VHA hopes the development would receive insulation to all the units, sealing of all the windows and 150 new energy star refrigerators.

Mrs. Jones stated the VHA has decided to pursue other companies for tax credit funding. The reason being is the current company who responded to the RFP was going to give us \$.73 on a dollar. VHA has been told by the State and other sources that we can get a higher number than that by at least \$.05-\$.08 which is equivalent to a couple hundred thousand dollars that will go towards that project. The VHA has had to move forward with spending the "green" energy money and the ARRA money because of the time constraints and this had changed the tax credit deal. The VHA is going to pursue other companies for a higher tax credit and this will be presented to the Board. Mrs. Jones will keep the Board updated on this process.

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

**Resolution #2010-102**  
**Resolution Approving Section 8 Management Assessment Program (SEMAP)**  
**Certification for Fiscal Year Ending September 30, 2010**

Mrs. Jones explained SEMAP is the Self Assessment of the Section 8 Program. The Assessment must be completed by someone who does not work in the Program, but has knowledge of the Program. It is basically an internal audit. The Self Assessment is submitted to HUD. HUD reviews it and will then score the Authority. Mrs. Jones anticipates the VHA to be in a Standard Performer range. Commissioner D'Orazio called for a motion to approve Resolution #2010-102. A motion was made by Commissioner Burk; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Joseph Asselta	(Yes)
Commissioner Beatrice Corbin	(Absent)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D'Orazio	(Yes)

**Resolution #2010-103**  
**Resolution to Approve Monthly Expenses**

Chairman D'Orazio called for a report from Commissioner Asselta. Commissioner Asselta reported he reviewed all the bills and recommended payment in the sum of \$693,898.37. Commissioner D'Orazio called for a motion to approve the monthly expenses. A motion was made by Commissioner Burk; seconded by Commissioner Diaz. The following vote was taken:

Commissioner Joseph Asselta	(Yes)
Commissioner Beatrice Corbin	(Absent)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D'Orazio	(Yes)

**Resolution #2010-104**  
**Resolution Approving Dates for 2011 Board Meetings**

Commissioner D'Orazio called for a motion to approve Resolution #2010-104. A motion was made by Commissioner Burk; seconded by Commissioner Diaz. The following vote was taken:

Commissioner Joseph Asselta	(Yes)
Commissioner Beatrice Corbin	(Absent)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D'Orazio	(Yes)

**Resolution #2010-105 Executive Session**

Chairman D'Orazio entered a motion to hold an Executive Session. A motion died for lack of need.

**Resolution #2010-106**  
**Accounts Receivable Decried Uncollectible**

Chairman D'Orazio called for a motion to approve Resolution #2010-106. A motion was made by Commissioner Asselta; seconded by Commissioner Burk. The following vote was taken:

Commissioner Joseph Asselta	(Yes)
Commissioner Beatrice Corbin	(Absent)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D'Orazio	(Yes)

**Resolution #2010-107**  
**Resolution Authorizing Payment under the Capital Funds Appropriations Program to Bayshore General Contractors, Inc.**

Chairman D’Orazio called for a motion to approve payment to Bayshore General Contractors, Inc. in the sum of \$30,224.00. A motion was made by Commissioner Burk; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Joseph Asselta	(Yes)
Commissioner Beatrice Corbin	(Absent)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D’Orazio	(Yes)

**Resolution #2010-108**  
**Resolution Authorizing Payment under the Capital Funds Appropriations Program to Straga Brothers, Inc.**

Chairman D’Orazio called for a motion to approve payment to Straga Brothers, Inc. in the sum of \$161,849.70. A motion was made by Commissioner Burk; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Joseph Asselta	(Yes)
Commissioner Beatrice Corbin	(Absent)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D’Orazio	(Yes)

No comments from the press and/or public. No comments from any Board Members.

Chairman D’Orazio wished everyone a safe and happy Holiday.

With no further business to discuss, Chairman D’Orazio entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Asselta; seconded by Commissioner Burk. The vote was carried unanimously by the Board Members present.

The Regular Meeting of The Board of Commissioners was adjourned at 8:08 p.m.

Respectfully submitted,

Jacqueline S. Jones  
Secretary/Treasurer