

# Housing Authority of the City of Vineland

**REGULAR MEETING**  
**Thursday, June 16, 2011**  
**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, June 16, 2011 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 Elizabeth Gordon  
Commissioner Beatrice Corbin **(arrived at 7:32 p.m.)**  
Commissioner Carmen Nydia Diaz  
Commissioner Mario Ruiz-Mesa  
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 and Dan Avena and Linda Cavallo from the VHA’s fee accounting firm.

Chairman D’Orazio read the Sunshine Law.

Chairman D’Orazio welcomed Commissioner Corbin back.

The Chairman entertained a motion to approve the minutes of the Regular Meeting held on May 19, 2011. A motion was made by Commissioner Burk and seconded by Commissioner Ruiz-Mesa. The following vote was taken:

Commissioner Joseph Asselta	(Abstain)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Beatrice Corbin	(Abstain)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D’Orazio	(Yes)

Chairman D’Orazio called for the Financial Report from Avena’s office. Ms. Cavallo reviewed the Financial Report for the eight months ending May 31, 2011, by reviewing the numerous line item figures. There was a brief discussion regarding utilities. Mrs. Jones informed Mrs. Corbin the four buildings at Parkview were converted from electric to gas for heat and hot water.

Chairman D’Orazio requested the Executive Administrative Report. Mrs. Jones reported the operating subsidy is still not determined yet. HUD was supposed to have the forms out June 10<sup>th</sup>. They were a day or two late and then forms were incorrect. The Authority’s fee accountant’s office is battling through that. Mrs. Jones pointed out the Authority is now nine months into its fiscal year and it still does not know how much it will receive from the Federal Government. HUD has funded the Authority at last year’s rate cutting it slightly 2-3%. The Authority is still getting money, but the Authority doesn’t know exactly what the number is going to be yet.

Commissioner Corbin commented in reviewing the board packets it seemed to her that more money was going out than coming in. She asked if the Authority is going in with other agencies to pick up the slack. Mrs. Jones stated the VHA has two inter-local agreements right now with Glassboro and Buena Housing Authorities which helps offset the VHA's expenses.

Mrs. Jones also reported the VHA received two grants. VHA received the \$69,000 grant for FSS (Family Self-Sufficiency), which is good for a year. The Authority also received the ROSS (Resident Opportunities and Self Sufficiency Grant) grant in the amount of \$240,000 for a period of three years which is \$80,000 per year. Between the two grants the Authority will receive \$149,000. The Authority has a nurse and a social worker on staff. The two positions salary and benefits come out of the operating fund which is really unusual in housing authorities. Most housing authorities can not afford to do this. The VHA has managed to do this, but since its operating fund is going to get cut this year approximately \$45-45,000 and the capital fund will be reduced by about \$200,000 the authority thought these grants would be a good way to off-set these other loses. The VHA will be able to shift these expenses to these grants. The VHA wrote these grants based on the services the Authority is already providing our residents. The VHA will be able to reach the goals easily and still be able to off-set the operating deficit. Mrs. Jones pointed out Glassboro also applied for the FSS and the ROSS grants. Glassboro was only awarded the ROSS grant. Chairman D'Orazio questioned if the grants were applied back in January and if the VHA did the application in-house. Mrs. Jones stated a consultant assisted the Authority with the application process.

Mrs. Jones reported on the VHA's Summer Program. The VHA's intent was to try and partner with an agency that had funding to run a summer Program and the VHA would provide the facility. The agencies wanted the VHA to pay. The VHA re-grouped and will run the summer program this year with in-house and temporary staff. The VHA is in the process of putting the Summer Program together. Maybe by next year the VHA will find a partner that has a program and can run the program at the VHA's facility with its residents. Mrs. Jones stated Foster Grandparents are scheduled to come in this year to volunteer every week.

Commissioner Diaz asked if there was a follow up regarding the security issues. Mrs. Jones stated the VHA is working on it and will probably come back to the board next month with more information on the security issue.

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

**Resolution #2011-33**  
**Resolution to Approve Monthly Expenses**

Chairman D'Orazio stated it has been reported Commissioner Asselta has reviewed all the bills and recommended payment in the sum of \$687,841.52. 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 Elizabeth Gordon	(Yes)
Commissioner Beatrice Corbin	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D'Orazio	(Yes)

**Resolution #2011-34 Executive Session**

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

**Resolution #2011-35**

**Resolution Authorizing Payment under the Capital Funds Appropriations Program to Straga Brothers, Inc. for Parkview/D'Orazio Improvements**

Chairman D'Orazio called for a motion to approve payment to Straga Brothers, Inc. in the sum of \$88,513.27. A motion was made by Commissioner Asselta; seconded by Commissioner Burk. The following vote was taken:

Commissioner Joseph Asselta	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Beatrice Corbin	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D'Orazio	(Yes)

**Resolution #2011-36**

**Resolution Authorizing Payment under the Homeownership Funds for Public Housing Programs to Levy Construction Co, Inc. for Alterations to D'Orazio Terrace (Structural Repairs and Refinishing of Apartments)**

Chairman D'Orazio called for a motion to approve payment to Levy Construction Co., Inc. in the sum of \$24,930.00. A motion was made by Commissioner Burk; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Joseph Asselta	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Beatrice Corbin	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D'Orazio	(Yes)

**Resolution #2011-37**

**Resolution Authorizing Payment under the Homeownership Funds for Public Housing Programs to Bayshore General Contractors, Inc. for Alterations to D'Orazio Terrace (New Gas-Fired Water Heaters and Related Work)**

Chairman D'Orazio called for a motion to approve payment to Levy Construction Co., Inc. in the sum of \$44,472.85. A motion was made by Commissioner Burk; seconded by Commissioner Ruiz-Mesa. The following vote was taken:

Commissioner Joseph Asselta	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Beatrice Corbin	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D'Orazio	(Yes)

**Resolution #2011-38**  
**Resolution Authorizing Payment under the Homeownership Funds for Public Housing Programs to Ocean Construction LLC for Alterations to D’Orazio Terrace (Site Work)**

Chairman D’Orazio called for a motion to approve payment to Levy Construction Co., Inc. in the sum of \$15,062.09. A motion was made by Commissioner Burk; seconded by Commissioner Asselta. The following vote was taken:

Commissioner Joseph Asselta	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Beatrice Corbin	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D’Orazio	(Yes)

**Resolution #2011-39**  
**Resolution Authorizing Payment under the Capital Funds Appropriations Program to Charles J. Collins/Architect**

Chairman D’Orazio called for a motion to approve payment to Charles J. Collins/Architect in the sum of \$3,284.12. A motion was made by Commissioner Burk; seconded by Commissioner Ruiz-Mesa. The following vote was taken:

Commissioner Joseph Asselta	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Beatrice Corbin	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D’Orazio	(Yes)

**Resolution #2011-40**  
**PHA Certifications of Compliance with the PHA Annual Plan and Related Regulations Board Resolution to Accompany the PHA Plan**

Mrs. Jones briefly explained the Agency Plan which consists of the VHA’s policies, procedures, capital budget and any plans the Authority plans to do in the next year. The VHA has not made any changes to the plan or policies since last year. Chairman D’Orazio called for a motion to approve Resolution #2011-40. A motion was made by Commissioner Burk; seconded by Commissioner Ruiz-Mesa. The following vote was taken:

Commissioner Joseph Asselta	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Beatrice Corbin	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Mario Ruiz-Mesa	(Yes)
Commissioner Vickie Burk	(Yes)
Chairman Robert A. D’Orazio	(Yes)

No comments from press, public and/or Board Members. Chairman D'Orazio once again welcomed back Commissioner Corbin. He stated this is the first time in over a year the Board has seven commissioners present at a meeting.

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 8:00 p.m.

Respectfully submitted,

Jacqueline S. Jones  
Secretary/Treasurer