

# Housing Authority of the City of Vineland

**REGULAR MEETING**  
**Thursday, April 19, 2012**  
**7:00 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, April 19, 2012 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 Elizabeth Gordon  
Commissioner Beatrice Corbin **(absent)**  
Commissioner Carmen Nydia Diaz  
Commissioner Mario Ruiz-Mesa  
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 from the VHA’s fee accounting firm, Rick Ginnetti, Consultant and Gloria Pomales, Executive Assistant.

Chairman D’Orazio requested a moment of silence for the Authority’s long time commissioner Joe Asselta who passed away on Monday. Mr. Asselta served as a Commissioner for almost 30 years and in 2002 the Authority renamed Axtell Estates to Asselta Acres in his honor. It was thought at the time to be very appropriate to pay tribute to a living person as opposed to after they’ve passed. The person gets to see how they are appreciated. Chairman D’Orazio stated it was pretty ironic that Joe had heart problems because anyone who knew Joe knew he had the biggest heart of anybody. It went right along to match the biggest hand of anybody Mr. D’Orazio had ever met. Mr. D’Orazio stated Mr. Asselta will be missed.

Chairman D’Orazio read the Sunshine Law.

The Chairman entertained a motion to approve the minutes of the Regular Meeting held on March 15, 2012. A motion was made by Commissioner Ruiz-Mesa and seconded by Commissioner Gordon. The following vote was taken:

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

Chairman D’Orazio called for the Financial Report from Avena’s office. Linda Cavallo reviewed the Financial Report for the six months ending March 31, 2012. There was a brief discussion regarding the Housing Assistance Payments. Mrs. Jones discussed the monthly landlord payment process.

Chairman D’Orazio requested the Executive Administrative Report. Mrs. Jones reported the front lobby is complete and everyone is pleased with the results. There is a resolution tonight regarding the front lobby repairs. Mrs. Jones stated she mentioned a couple months ago some mold was found and some issues with the windows on the inside were discovered. There was some mold remediation necessary, a few windows replaced and gutters installed. Water had been leaking

back into the building for quite some time. The Resolution needing approval tonight is for the change order for the repairs to the outside of the building. The outside covering of the building, called Drive, has to be removed as well as some of the bricks and replacement of some windows has to be done. Apparently, the windows were never installed properly. The reason for the resolution is because the change orders are over the 20% limitation of the contract. This is a State regulation and the Authority has followed the process with the explanation and the resolution in the Board Packet tonight. Once it is approved the Authority will move forward with the additional repairs. Mrs. Jones is hopeful the amount of \$20,072.08 will cover the repairs, but once they remove the exterior it is not known what will be found.

Mrs. Jones discussed from her report that the VHA had applied for funding for a Family Self Sufficiency (FSS) coordinator for the Section 8 Voucher Program. The VHA currently does not have an FSS coordinator for the Section 8 program right now and it is a new grant that the Authority is trying to get. Last year the Authority was awarded the Public Housing (FSS) coordinator grant. It is up for renewal this year. The Authority is applying for the renewal grant for Public Housing (FFS) coordinator as well. Mrs. Jones hopes the Authority is successful with the grant because Elizabeth, who is our coordinator, already has 25 public housing residents signed up for the FSS program.

Mrs. Jones mentioned the Authority is working with the Work Force Investment Board and the Authority has a couple of staff members that are basically considered trainees. The Work Force Investment Board would eventually like the Authority to hire them and if the Authority hires them they will reimburse the Authority 50% of their salary for 6 months and then 25% of their salary for the next 3 months. There was one clerical person hired in the Social Services Department.

In regards to development/redevelopment activity, Mrs. Jones reported they are working on a meeting with the Housing Mortgage Finance Agency (HMFA). This is the agency that administers the bonds and the tax credits. If everyone recalls from last month, the plan is to take the proforma for the Chapman Terrace Project to the HMFA and discuss the project with their staff. There would then be a very informal meeting to review the numbers and let us know if it looks okay or not or what needs to be fixed to be able to proceed.

Mrs. Jones mentioned there is an additional resolution in the revised agenda to authorize Homeownership Funds for one of the Authority's houses located at 64 Arcadia Place. Last April, Mrs. Jones requested some funds from the Homeownership Account from the Board for major repairs for two houses that were offline located at South West Boulevard and Oxford Street. The request at that time was \$190,000 and only \$112,000 was spent. The request tonight is for funds for 64 Arcadia Place in an amount not to exceed \$50,000 to make the necessary repairs.

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

**Resolution #2012-17**  
**Resolution to Approve Monthly Expenses**

Chairman D'Orazio called for a report from Commissioner Ruiz-Mesa. Commissioner Ruiz-Mesa reported he reviewed all the bills and recommended payment in the sum of \$853,257.26. Commissioner D'Orazio called for a motion to approve the monthly expenses. A motion was made by Commissioner Diaz; seconded by Commissioner Gordon. The following vote was taken:

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

**Resolution #2012-18**

**Resolution Awarding Extermination Services Contract**

Chairman D'Orazio called for a motion to award the Extermination Services Contract to E & G Exterminators, Inc. for a 17 month period for a cost of \$15,197. A motion was made by Commissioner Diaz; seconded by Commissioner Ruiz-Mesa. The following vote was taken:

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

**Resolution #2012-19**

**Resolution Awarding Trash Removal Services Contract**

Chairman D'Orazio called for a motion to award the Trash Removal Services Contract to Waste Management of New Jersey, Inc. for a 15 month period for a cost of \$55,900. A motion was made by Commissioner Ruiz-Mesa; seconded by Commissioner Diaz. The following vote was taken:

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

**Resolution #2012-20**

**Resolution Approving Change Order for Interior Alterations to the Administrative Offices of the Housing Authority of the City of Vineland**

Chairman D'Orazio called for a motion to approve Resolution #2012-20. A motion was made by Commissioner Diaz; seconded by Commissioner Ruiz-Mesa. The following vote was taken:

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

**Resolution #2012-21**

**Resolution Approving 2012 Capital Budget**

Mrs. Jones stated this was already approved once, but HUD is looking for language specifically in the 5<sup>th</sup> paragraph of the resolution stating the work items and the budget line items are in the Authority's Annual Statement and Budget. The Authority must certify to that. Chairman D'Orazio called for a motion to approve Resolution #2012-21. A motion was made by Commissioner Diaz; seconded by Commissioner Ruiz-Mesa. The following vote was taken:

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

**Resolution #2012-22**

**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 \$3,000. A motion was made by Commissioner Diaz; seconded by Commissioner Ruiz-Mesa. The following vote was taken

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

**Resolution #2012-23**

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

**Resolution #2012-24**

**Resolution Authorizing Expenditures with Homeownership Funds for the Public Housing Program – 64 Arcadia Place, Scattered Site 005**

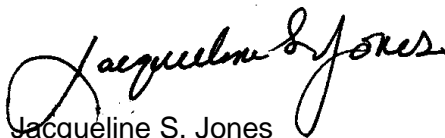
Chairman D'Orazio called for a motion to approve Resolution #2012-24. A motion was made by Commissioner Diaz; seconded by Commissioner Ruiz-Mesa. The following vote was taken:

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

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

With no further business to discuss, Chairman D'Orazio entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Ruiz-Mesa; seconded by Commissioner Diaz. The vote was carried unanimously by the Board Members present. The Regular Meeting of The Board of Commissioners was adjourned at 7:25 p.m.

Respectfully submitted,

  
Jacqueline S. Jones  
Secretary/Treasurer