

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, January 15, 2015
7:00 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Vice Chairman Chris Chapman on Thursday, January 15, 2015 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
Commissioner Elizabeth Gordon
Commissioner Carmen Nydia Diaz
Commissioner Brian Asselta
Chairman Mario Ruiz-Mesa (absent)

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire – Solicitor, Dan Avena and Linda Cavallo – Accountants and Gloria Pomales, Executive Assistant.

Vice Chairman Chapman read the Sunshine Law.

The Vice Chairman entertained a motion to approve the minutes of the Regular Meeting held on December 18, 2014. A motion was made by Commissioner Asselta and seconded by Commissioner Diaz. The following vote was taken:

Commissioner Chris Chapman (Yes)
Commissioner Elizabeth Gordon (Yes)
Commissioner Carmen Nydia Diaz (Yes)
Commissioner Brian Asselta (Yes)
Chairman Mario Ruiz-Mesa (Absent)

Vice Chairman Chapman called for the Financial Report from Avena's office. Linda Cavallo reviewed the Financial Report for the three months ended December 31, 2014.

Vice Chairman Chapman requested the Executive Administrative Report. Mrs. Jones reported there is still no date for the Union negotiations. The VHA is going to explore purchasing its own laundry equipment to possibly increase its income.

The VHA is still working on the specs for the parking lot repairs at Kidston and Olivio Towers. It is not an urgent repair, but would like a spring start date.

Mrs. Jones provided an update on Melrose Court. The domestic water main has been installed. The curbing and pouring of the slab should begin in the next couple of weeks. There was one issue with the storm water drainage of how it would get out to Chestnut Ave. The VHA is working with the City on this issue.

The VHA continues to work on its (4) four GAP analysis and expect to make some progress on those items this year.

The Operating Subsidy will be discussed in the Resolution portion of the meeting.

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

Resolution #2015-01
Resolution to Approve Monthly Expenses

Vice Chairman Chapman called for a motion to approve the monthly expenses. A motion was made by Commissioner Asselta; seconded by Commissioner Diaz. Vice Chairman Chapman stated he reviewed all the bills and recommended payment in the sum of \$915,005.08. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

Resolution #2015-02
Resolution Designating an Official Newspaper for the Publication of Business Related Matters regarding the Housing Authority of the City of Vineland Board of Commissioners

Vice Chairman Chapman called for a motion to approve Resolution #2015-02. A motion was made by Commissioner Asselta; seconded by Commissioner Diaz. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

Resolution #2015-03
Resolution Designating an Official Newspaper for the Publication of Advertisements for Contracting Purposes or Various Other Items

Vice Chairman Chapman called for a motion to approve Resolution #2015-03. A motion was made by Commissioner Asselta; seconded by Commissioner Diaz. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

Resolution #2015-04
Resolution Approving HVAC and Building Repairs – Administrative Offices

Vice Chairman Chapman called for a motion to approve Resolution #2015-04. A motion was made by Commissioner Asselta; seconded by Commissioner Diaz. Mrs. Jones reported it has been very cold lately. The addition to the administrative building has its own forced warm air heating system with a coil. This system is in the ceiling. Something failed Friday evening and the water in the system froze and the pipe broke. The plumber is looking for a replacement coil. The coil will most likely have to be manufactured. A restoration company has come in and remediated the water damage.

Sheet rock has also been removed. It did not damage any office equipment or documents. The radiant heat is working and we are getting by in that section with some heat. It will take a few weeks before it is fixed. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

Mr. Gabage asked if any of the damage could be covered by the VHA's insurance. Mrs. Jones stated not that it cannot be covered by insurance, but the VHA has had some experiences in the last 4-5 years with big fire claims. She believes the VHA is just under the radar of an additional assessment due to the fires at Parkview and Kidston in the last 6 years.

Resolution 2015-05
Resolution Approving Operating Subsidy 2015

Vice Chairman Chapman called for a motion to approve Resolution #2015-05. A motion was made by Commissioner Asselta; seconded by Commissioner Diaz. Mrs. Jones explained the Operating Subsidy for 2014 for the VHA's properties. Basically, it is a form that is prepopulated by HUD and then the fee accountant fills in the rest of the information. At the end it calculates what the Authority will receive. For this fiscal year the Authority is receiving about \$48,000 higher than last fiscal year. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Carmen Nydia Diaz	(Yes)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Absent)

Vice Chairman Chapman asked for comments from the press and/or public. A member of the public introduced herself as Ms. Denise Brown. She attends the meeting tonight to find out what the requirement is to obtain a 3 bedroom voucher for Section 8. She is currently a Section 8 Housing Choice Voucher participant who was a previous Public Housing participant. She also expressed concerns of how she has been treated by employee, Sandra Velez. Ms. Brown currently holds a 2 bedroom Section 8 Voucher and resides in a 2 bedroom unit. She has requested a 3 bedroom voucher due to her family composition consisting of her daughter (age 20), grandson (age 5) and herself. She has been repeatedly denied. She has also received eviction notices and feels harassed. Ms. Jones stated she would look into the matter and requested a contact number where she could reach her.

Vice Chairman Chapman asked for comments from any Commissioner. Commissioner Diaz asked in regards to the resolution designating official newspaper if the Authority utilizes radio services. Mrs. Jones explained these are required resolutions for advertisement. Radio is not a required advertisement media. Print media is a required for advertisement. Commissioner Diaz also asked if the Melrose Project was going well over all. Mrs. Jones stated the weather hasn't been so great, but it is going okay and impressing upon the contractor as much as possible that the Authority wants to see some local vendors under contract at the site. The Authority is not saying that they have to hire a local vendor, but they need to inquire and at least solicit local vendors for quotes. It is part of the document agreed to with them as far as the contract goes and there must be an attempt made. As she mentioned in her report, in the next two weeks the foundations, curbing and concrete are

expected to be started. The target completion date was September/October 2015, but may be later depending on the weather.

Vice Chairman Chapman apologized for not asking if there was a need for Executive Session. Mrs. Jones explained it has been taken off the agenda because it is very rarely used. We have a blank Executive Session resolution available if it is ever needed at the meeting. There is no need for Executive Session tonight and Vice Chairman Chapman noted that for moving forward it will not be called for and have it die for lack of motion unless the Solicitor or the Executive Director recommended to call for it.

With no further business to discuss, Vice Chairman Chapman entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Asselta; 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 7:29 p.m.

Respectfully submitted,


Jacqueline S. Jones
Secretary/Treasurer