

# Housing Authority of the City of Vineland

**REGULAR MEETING**  
**Thursday, February 19, 2015**  
**7:00 p.m.**

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Chairman Mario Ruiz-Mesa on Thursday, February 19, 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 Brian Asselta **(Absent)**  
Commissioner Alexis Cartagena  
Commissioner Nicholas Fiocchi  
Commissioner Daniel Perretti  
Chairman Mario Ruiz-Mesa

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.

Chairman Ruiz-Mesa read the Sunshine Law.

Chairman Ruiz-Mesa introduced the three new Commissioners. He welcomed them and requested that each introduce themselves to the rest of the Board. Each new commissioner introduced themselves and provided a brief bio.

The Chairman entertained a motion to approve the minutes of the Regular Meeting held on January 15, 2015. Tabled for next month due to lack of Commissioners present.

Chairman Ruiz-Mesa called for the Financial Report from Avena's office. Linda Cavallo reviewed the Financial Report for the four months ended January 31, 2015.

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones reported the Authority received its notification for its Capital Funding in the amount of \$758,655. This amount is about \$50,000 higher than last year. The Authority is receiving about \$50,000 more in operating subsidy, but has lost two cell towers on top of Kidston Towers, which totals \$50,000. Half of the Capital Fund will be used for operations and the remainder will be used to pay the Bond. Any remainder will be used for repairs.

The weather has not helped the progress at Melrose Court. Once all of the foundations are in the walls will be panelized and hopefully we will see some quick progress of the construction of the homes.

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

**Resolution #2015-06**  
**Resolution to Approve Monthly Expenses**

Chairman Ruiz-Mesa stated he reviewed all the bills and recommended payment in the sum of \$1,031,930.14. Chairman Ruiz-Mesa called for a motion to approve the monthly expenses. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Brian Asselta	(Absent)
Commissioner Alexis Cartagena	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Perretti	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution #2015-07**  
**Resolution Adopting Revisions to the Disposition Policy**

Mrs. Jones explained the auditors wanted to tighten up how the Authority disposes of items. She reviewed and explained the changes in the policy. Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-07. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Brian Asselta	(Absent)
Commissioner Alexis Cartagena	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Perretti	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution #2015-08**  
**Resolution to Dispose of Furniture and Equipment Utilizing the Disposition Policy**

Mrs. Jones provided a quick explanation regarding how the Authority disposes of its assets utilizing Gov Deals. Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-08. A motion was made by Commissioner Chapman; seconded by Commissioner Gordon. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Brian Asselta	(Absent)
Commissioner Alexis Cartagena	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Perretti	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution #2015-09**

**Resolution Authorizing the Execution of a Sub-Grantee Agreement with the City of Vineland for the Computer Learning Center**

Mrs. Jones informed the new commissioners about the Corbin Learning Center. Almost every year the Authority has received some funds from the City of Vineland's Community Development Block Grant (CDBG). This year the Authority is asking for \$3,000. The Authority usually purchases computers or laptops to utilize for training programs for its residents. The Authority has residents in its Family Self Sufficiency Program and in the Resident for Opportunity for Self Sufficiency. The computers/laptops will be used to provide training classes. Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-09. A motion was made by Commissioner Chapman; seconded by Commissioner Gordon. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Brian Asselta	(Absent)
Commissioner Alexis Cartagena	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Perretti	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution 2015-10**

**Resolution Awarding Landscaping/Grounds Keeping Services Contract for the period April 2015 through November 2015**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-10. A motion was made by Commissioner Chapman; seconded by Commissioner Gordon. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Brian Asselta	(Absent)
Commissioner Alexis Cartagena	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Perretti	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution 2015-11**

**Resolution Authorizing Entering into a Contract Agreement with Wroniuk, LLC T/A Wheat Road Cold Cuts**

Mrs. Jones explained the Authority has a Congregate Services Program that provides a meal a day to some of the residents that qualify. The Authority has been working with Wheat Road Cold Cuts. To be compliant with the purchasing rules of the State and the Federal Government the Authority is using the Cumberland County Bid which is part of the county cooperative system. Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-11. A motion was made by Commissioner Chapman; seconded by Commissioner Gordon. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Brian Asselta	(Absent)
Commissioner Alexis Cartagena	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Perretti	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

**Resolution 2015-12**  
**2015 Capital Budget**

Mrs. Jones briefly explained the HUD forms attached to the resolution. Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-12. A motion was made by Commissioner Chapman; seconded by Commissioner Gordon. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Yes)
Commissioner Brian Asselta	(Absent)
Commissioner Alexis Cartagena	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Perretti	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

There is no need for Executive Session tonight.

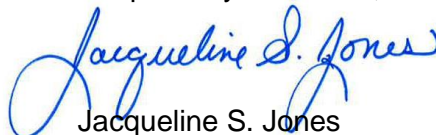
Chairman Ruiz-Mesa asked for comments from the press and/or public. Chairman Ruiz-Mesa asked for comments from any Commissioner. Commissioner Chapman wanted to welcome the new board members. Commissioner Chapman encouraged them to ask questions... He warns them that there can be times when there is not a consensus, which is fine. It is not personal and everyone should express their opinion. There will be a time when there may be a comment from the press and/or public that may not be simple. He advised the new members to try not to react during the meeting to possible comments from the press and/or public. Commissioner Chapman stressed there is a lot to learn. Mrs. Jones had briefly explained the functions of the Housing Authority to the new commissioners prior to tonight's meeting.

Mrs. Jones briefly mentioned that she had a conference call today about the disposition of the 72 scattered site homes. Another call is scheduled for HUD Newark office to review the plan. The process is to start the application and meet with the City. Some approvals from the City will be required. In a month or two, Mrs. Jones will bring in the VHA's consultant Rick Ginnett in to present to the Board regarding the disposition of the 72 scattered site homes. Before the application for disposition could even be submitted it will have to be approved by the VHA Board. Mrs. Jones stated the VHA's consultant composed a summary document and Mrs. Jones will be emailing this out to all the Board members.

Commissioner Chapman emphasized there is a lot to learn, but wanted to end with that there is an ethical line that is walked here. Each commissioner may at some point come across this and if they sense that it is then it probably is. This is his opinion. It is ok to abstain from items at times. Commissioner Chapman stated he is available to the new commissioners if they have any questions. Mr. Gabage stated he is available as well.

With no further business to discuss, Chairman Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Chapman; seconded by Commissioner Gordon. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 7:30 p.m.

Respectfully submitted,

  
Jacqueline S. Jones  
Secretary/Treasurer