

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, September 17, 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, September 17, 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	(Absent)
Commissioner Brian Asselta	
Commissioner Alexis Cartagena	
Commissioner Nicholas Fiocchi	
Commissioner Daniel Peretti	
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 entertained a motion to approve the minutes of the Regular Meeting held on August 20, 2015. A motion was made by Commissioner Asselta and seconded by Commissioner Fiocchi. The following vote was taken:

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

Chairman Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the eleven months ended August 31, 2015.

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones briefly discussed the contract extensions. Resolutions for the extensions are provided tonight for board approval.

Mrs. Jones updated the Board in regards to Melrose Court. Last month she reported there were some issues regarding the timeline completion of the project. The contactors have given us a change order for an extension of completion to December 8th. The dedication will be pushed until the spring. The Authority is not pleased with missing the October completion date and the progress at this point looks like we may not make the December date. There are a few other

construction issues regarding construction quality and they have the attention of the New Jersey Housing & Mortgage Finance Agency (NJHMFA) at this point. There will be a meeting with NJHMFA next week at the Melrose site. In a nutshell, the issues are related to the onsite manager and project manager not necessarily watching the subcontractors efficiently. The Housing Authority's opinion is the project was not professionally project managed from the beginning. There was a brief discussion on how the VHA's Section 8 waiting list will be used to choose the residents for this site. This site is considered Project Based, which will be discussed in a resolution being presented tonight.

The VHA is moving forward on the disposition of its scattered sites. This will be a complicated transaction. The first meeting with the residents will be scheduled soon to explain the disposition process. All the residents will be notified of the meeting and hopefully there will be a good turnout. Mrs. Jones expect at least a 25% turnout and then from that group the VHA will choose several people that can be representatives of the group for this process going forward. There is a resolution tonight to award the contract for appraisal services on the scattered site properties. Mrs. Jones mentioned last month that the VHA's consultant will present to the Board next month with a comprehensive plan about that disposition as well as the Rental Assistance Demonstration Program (RAD).

Mrs. Jones updated the board in regards to Rental Assistance Demonstration Program (RAD), which is a different way for the VHA to be funded on its properties. The VHA is moving forward on the RAD application for Parkview.

Old Business: None.

New Business: Mrs. Jones had distributed information from the EPA in regards to the Kil-Tone Company Removal Site to the Board prior to the meeting. Many years ago the Kil-Tone company manufactured arsenic based pesticides. Soil sampling determined several properties near the former Kil-Tone property having elevated arsenic and lead in the surface of the soils. Mrs. Jones reviewed the map and how these elevated arsenic and lead relate to the housing authority's properties. The EPA is going to give us some information to be able to forward to the residents. Kil-Tone was located on Chestnut Avenue on the west side of the Boulevard on two sites.

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

Resolution #2015-43
Resolution to Approve Monthly Expenses

Chairman Ruiz-Mesa stated he reviewed all the bills and recommended payment in the sum of \$846,579.29. Chairman Ruiz-Mesa called for a motion to approve the monthly expenses. A motion was made by Commissioner Peretti; seconded by Commissioner Asselta. The following vote was taken:

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

Resolution #2015-44

Resolution Extending Painting Services Contract to JC's Custom Painting

Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-44. A motion was made by Commissioner Peretti; seconded by Commissioner Fiocchi. The following vote was taken:

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

Resolution #2015-45

Resolution Extending Tree Removal/Trimming Services Contract to Kuhar Family Tree Service formerly Arbor-Tech Tree Service

Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-45. A motion was made by Commissioner Peretti; seconded by Commissioner Fiocchi. The following vote was taken:

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

Resolution #2015-46

Resolution Extending Trash Removal Services Contract to Waste Management of New Jersey, Inc.

Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-46. A motion was made by Commissioner Peretti; seconded by Commissioner Fiocchi. The following vote was taken:

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

Resolution #2015-47

Resolution Extending Extermination Services Contract to A Best Corporation d.b.a. APM Blast Termite & Pest Control

Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-47. A motion was made by Commissioner Peretti; seconded by Commissioner Fiocchi. The following vote was taken:

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

Resolution #2015-48
Resolution Awarding Appraisal Services Contract

The Authority received two responses for the Appraisal Services Contract. The lowest responsible quote was received from Molinari & Associates, P.C. Chairman Ruiz-Mesa called for a motion to award the Appraisal Service contract to Molinari & Associates, P.C. A motion was made by Commissioner Peretti; seconded by Commissioner Asselta. The following vote was taken:

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

Resolution #2015-49
Resolution Adopting Revisions to the Section 8 Program Administrative Plan's Guidelines for Project Based Vouchers

Mrs. Jones explained as the Authority moves forward with Melrose Court there are some changes that need to be made to the Section 8 Administrative Plan. The Section 8 Administrative Plan are the rules and the guidelines the Authority uses to administer the Section 8 Program. Currently, the Authority has tenant based vouchers. Tenant based vouchers are issued to the tenant and the tenant will take it into the community, find a unit and the VHA fosters a relationship with a landlord. Melrose Court will be project based. The VHA would like to change the occupancy guidelines for this property. Brief discussion on family composition and bedroom qualifications. Chairman Ruiz-Mesa called for a motion to approve Resolution #2015-49. A motion was made by Commissioner Asselta; seconded by Commissioner Peretti. The following vote was taken:

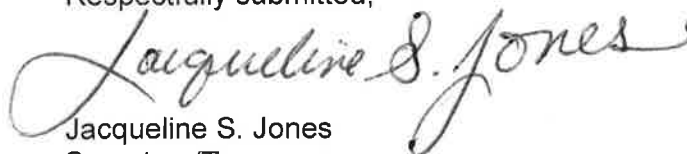
Commissioner Chris Chapman	(Yes)
Commissioner Elizabeth Gordon	(Absent)
Commissioner Brian Asselta	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Daniel Peretti	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

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 Board Members.

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 Asselta. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 7:32 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jacqueline S. Jones". The signature is written in black ink and is positioned to the right of the typed name.

Jacqueline S. Jones
Secretary/Treasurer