

# Housing Authority of the City of Vineland

**REGULAR MEETING**  
**Thursday, August 18, 2016**  
**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, August 18, 2016, 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 Rudolph Luisi	
Commissioner Nicholas Fiocchi	(Absent)
Commissioner Alexis Cartagena	
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	
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 July 21, 2016. A motion was made by Commissioner Asselta and seconded by Commissioner Cartagena. The following vote was taken:

Commissioner Chris Chapman	(Abstain)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Absent)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(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 ten months ended July 31, 2016.

Chairman Ruiz-Mesa requested the Executive Administrative Report. The VHA was awarded “High Performer” status for the YE 2015. Mrs. Jones reported the work for the Fall Protection Handrails at Kidston Towers is now 97% complete. In regards to 1745 Jackson Drive, this property was approved to have repairs done for cracked basement walls. While the contractor was working they had additional concerns. The architect and structural engineer inspected and recommended modifying the original design for the piers and adding two additional piers. This will be presented as a change order and there is a resolution for board approval for this change.

The Scattered Site Disposition is ongoing. The Environmental Review process was completed by Triad Associates as the contractor for the City of Vineland. The City of Vineland is considered the “responsible entity” to complete the Environmental Review. The Environmental Review Notice is currently being reviewed by HUD’s Newark Filed Office. Once the notice is approved it will be published in the newspaper and available for public comment. This process was held up slightly due to the three (3) houses totaling six (6) units on West Avenue

involved in the EPA issue with Kil-Tone. Those houses will not be able to be sold until they are environmentally cleared of the current issues.

All is going well at Melrose Court. There is a final punch list that is being reviewed. Most of the items on the punch list have to do with site work, some erosion and the retainage basin as well as some trees that need to be removed and cleared behind the houses. Our consultant, Rick Ginnetti, is working to close out the final documents in order to receive the tax credit contribution from Capital Bank, which will pay off the construction loan. There are some minor neighborhood issues and the Authority is working with the police to increase patrols.

Mrs. Jones informed the board about a new Act that was passed by the House and the Senate, which was approved by the President a few weeks ago. The act is called Housing Opportunity through Modernization Act (HOTMA). The Act was passed, but will not be implemented until instructed to do so HUD. This can take up to a year or so. Mrs. Jones gave a brief summary of HOTMA, which consists of changing deductions in regards to the allowable medical expenses and thresholds for interim reevaluations. HOTMA also addresses over-income tenants. There is a national push to have public housing residents leave public housing if they are over income. Currently, the public housing regulation does not require over-income residents to move from public housing. There is a suggestion that any household income that is above 120% of the area median income for two consecutive years, would be required to either move from public housing or their assistance would be terminated. Mrs. Jones is not sure if a judge would uphold a lease termination for this reason in New Jersey. Mr. Gabage stated that he thinks the legislators in New Jersey would have to amend the eviction law. HOTMA also addresses limiting the assets of residents in public housing to \$100,000. There are also a few related administrative items addressed in HOTMA.

**Committee Reports:** Contract Committee Chairman Chapman reported the Contract Committee consisting of Commissioners Cartagena and Ruiz-Mesa and himself met today and reviewed the recommended companies for the Authority's Professional Services Contracts. These recommendations were Legal – General Counsel: Eisenstat, Gabage & Furman, Legal – Labor Relations: Brown & Connery, Auditing: Bowman and Company, Accounting: Linda M. Avena, CPA, Consulting Services: The Brooke Group and Architectural & Engineering: Haley Donovan LLC. It is the Contract Committee's recommendation to the Board to approve the resolutions to award these Professional Services Contract as recommended by the Authority's staff.

**Old Business:** None.

**New Business:** None.

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

**Resolution #2016-28**  
**Resolution to Approve Monthly Expenses**

Chairman Ruiz-Mesa stated he reviewed all the bills and recommended payment in the sum of \$709,601.85. Chairman Ruiz-Mesa called for a motion to approve the monthly expenses. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

**Resolution #2016-29**  
**Resolution Amending the Personnel Policy & Employee Manual to include Updated Policies and Procedures for Employment Practices**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-29. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

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

**Resolution #2016-30**  
**Resolution Authorizing Cost Increase with Capital Funds 2014 & 2015 for Basement Foundation Repairs – 1745 Jackson Dr.**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-30. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

**Resolution #2016-31**  
**Resolution to Dispose of Furniture and Equipment Utilizing the Disposition Policy**

Mrs. Jones report the items being disposed of consist of scrapped metal for the water heaters and refrigerators which have accumulated due to replacements of same. Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-31. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

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

**Resolution #2016-32**  
**Resolution Awarding Management Fee Accounting Services Contract to Linda M. Avena, CPA, PA**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-32. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

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

**Resolution #2016-33**

**Resolution Awarding Auditing Services Contract to Bowman & Company**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-33. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

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

**Resolution #2016-34**

**Resolution Awarding Legal Services Contract – General Counsel to Eisenstat, Gabage & Furman**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-34. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

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

**Resolution #2016-35**

**Resolution Legal Services Contract – Labor Relations Counsel to Brown & Connery LLP**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-35. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

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

**Resolution #2016-36**

**Resolution Awarding Architectural and Engineering Services Contract to Haley Donovan LLC**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-36. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

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

**Resolution #2016-37**

**Resolution Awarding Consulting Services Contract to the Brooke Group**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-37. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

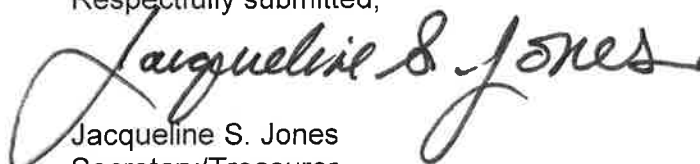
Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Absent)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Abstain)
Chairman Mario Ruiz-Mesa	(Yes)

There is no need for Executive Session tonight.

Chairman Ruiz-Mesa asked for comments from the Commissioners, press and/or public. Mr. Gabage wanted to thank the Board for being awarded the Legal-General Counsel professional services contract. Linda Avena also thanked the Board.

With no further business to discuss, Chairman Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 7:37 p.m.

Respectfully submitted,

  
 Jacqueline S. Jones  
 Secretary/Treasurer