

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, December 15, 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, December 15, 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
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 and Dan Avena – Accountant.

Chairman Ruiz-Mesa read the Sunshine Law.

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on November 17, 2016. Tabled for next month.

Chairman Ruiz-Mesa called for the Financial Report from the Fee Accountant. Dan Avena reviewed the Financial Report for the two months ended November 30, 2016.

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones reported the scattered site meeting with all residents was held on November 30th and approximately 27 or so families attended. The purpose of the meeting was to discuss the disposition application for the scattered site program, which is anticipated to be brought to the Board next month for approval to be filed. In February, there will be another “all residents meeting” to discuss the relocation plan and housing options although there were a lot of questions at the November meeting that we were able address. Hopefully, HUD will not take long in approving the application.

Mrs. Jones mentioned in her written administrative report that Dr. Ben Carson has been nominated to serve as Secretary of the U.S. Department of Housing and Urban Development under the new administration. As happens when new administrations take office, there will probably be some changes to existing polices as well as some new initiatives favored by the new team. Dr. Carson has stated that he is interested in self-sufficiency and promoting residents to market rentals or homeownership.

Mrs. Jones reported she attended a seminar recently regarding some changes that are coming for Public Housing and Section 8. The system that grades the Public Housing Program is called the PHAS program and the program that grades the Section 8 Program is called the SEMAP program. A large portion of SEMAP indicators are self-scored. Once the SEMAP program was audited across the country it was determined that the reporting by housing authorities were not verifiable. The SEMAP reporting system is being updated and self-scoring will be eliminated. The other big change is in COCC (Central Office Cost Center), which is where all of the fees earned from managing Public Housing and/or Section 8 or other Section 8 programs, Melrose Court, Buena, and Oakview are kept. The COCC funds were considered “de-federalized” and could be used with a bit of flexibility as long as they were spent on furthering affordable housing. Due to an audit by the Inspector

General's (IG) office, there are recommendations suggesting re-federation of these funds. We are waiting on the final rule for this change.

A resident meeting was held on Tuesday evening, December 13th, with the Melrose residents, which is required once per quarter. About 8 of the 17 residents attended. The residents did not have any complaints about their housing, but had complaints about their neighbors. There was some education about how to get along with your neighbors. The residents mentioned that the back are of the homes was very dark in the evening. There is a light on the back of the home, but the residents feel it is not bright. We are looking into motion sensor lighting and a fixture that would provide better lighting. They were encourage to call the police when they see people who are acting in a suspicious manner. Mrs. Jones reported Melrose residents are in the process of being recertified for March. Mrs. Jones anticipates one particular issue during the recertification and that is the utility allowance is going to be reduced beginning March. An HMFA requirement is to have an energy performance study completed based on the types of appliances in the homes and what a reasonable utility allowance would be for the homes. The study is performed by an engineer. The results are that the utility allowance for each home is about \$110 too high. The change in the utility allowance will mean the resident's portion of the rent will increase.

Mrs. Jones stated that implementing a 100% Smoke Free Housing Policy was suggested by HUD over a year ago, but it was not a requirement. The VHA does not allow smoking in common spaces, but now it is mandatory. Smoking is not permitted in any public housing unit nor within 25 feet of the front door of any unit and/or building. Designated smoking areas must be 25 feet from the building if the authority choses to provide designated smoking areas. Mrs. Jones and Mr. Gabage do not know how successful the VHA would be getting an eviction in the State of NJ for someone who continues to smoke in their unit and who has smoked in their unit for the past 30 years. The VHA must develop a smoke free housing policy and bring to the board for approval. The policy does not have to be fully implemented for approximately one year.

Mrs. Jones briefly spoke about the changes being made at the D'Orazio Terrace Community Room. It is going well. In order to pay for the changes and to purchase a scrubber for the floors at Kidston and Olivio, there is another Capital Fund Revision resolution this evening.

Committee Reports: The Re-organization committee which consisted of Commissioners Chapman, Asselta and Ruiz-Mesa. Commissioner Chapman reported the re-organization committee met and it concluded it would recommend the officers that are identical to the previous year. Voting will take place next month.

Old Business: None.

New Business: None.

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

Resolution #2016-64
Resolution to Approve Monthly Expenses

Chairman Ruiz-Mesa stated he reviewed all the bills and recommended payment in the sum of \$1,301,642.96. 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	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2016-65
Revision Approving 2017 Meeting Dates

Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-65. 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	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2016-66
Revision Appointing JIF Fund Commissioner

Mrs. Jones explained every year the VHA must appoint a Commissioner to the Public Housing Joint Insurance Fund and traditionally the Board appoints the Executive Director. Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-66. 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	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2016-67
Revision Authorizing the Execution of a Sub-Grantee Agreement with the City of Vineland for the Computer Learning Center

Mrs. Jones stated the City has awarded funds to the VHA from the CDBG Program. \$3,000 goes toward buying equipment, which is typically laptop computers and an overhead projector utilizing those for the Family Self-Sufficiency Program for training. Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-67. 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	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2016-68
Resolution Awarding Information Technology Services Contract

Mrs. Jones stated this contract went out for bid and there was no responses and the VHA had to rebid. There was one response from the company we are currently using. Chairman Ruiz-Mesa called for a motion to approve

Resolution #2016-68. 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	(Abstain)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2016-69
**Resolution Authorizing Entering into a Contract Agreement with
Wroniuk, LLC T/A Wheat Road Cold Cuts**

Mrs. Jones stated the VHA is piggy-backing on the Cumberland County bid for this agreement. Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-69. 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	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2016-70
Resolution Approving the Revision of 2015 Capital Fund Budget

Mrs. Jones explained a revision to the Capital Fund budget was necessary. Funds are being moved from one category to another. The bottom line number does not change. Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-70. 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	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2016-71
Resolution Approving the Revision of 2016 Capital Fund Budget

Mrs. Jones explained a revision to the Capital Fund budget was necessary. Funds are being moved from one category to another. The bottom line number does not change. Chairman Ruiz-Mesa called for a motion to approve Resolution #2016-71. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. The following vote was taken:

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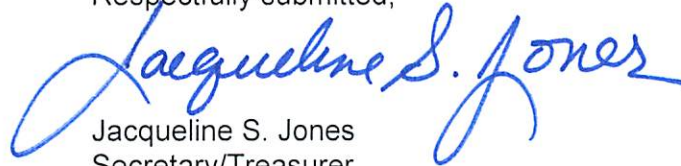
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Chairman Mario Ruiz-Mesa	(Yes)

There is no need for Executive Session tonight.

Chairman Ruiz-Mesa asked for comments from the Commissioners, press and/or public. No comments.

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 7:28 p.m.

Respectfully submitted,



Jacqueline S. Jones
Secretary/Treasurer