

Housing Authority of the City of Vineland

REGULAR MEETING **Thursday, July 19, 2018** **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, July 19, 2018 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	(Absent)
Commissioner Daniel Peretti	
Commissioner Brian Asselta	(Absent)
Chairman Mario Ruiz-Mesa	

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire – Solicitor, 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 February 28, 2018. A motion was made by Commissioner Peretti and seconded by Commissioner Fiocchi. The following vote was taken:

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

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on April 19, 2018. Tabled for next month.

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on June 21, 2018. Tabled for next month.

Chairman Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the nine months ended June 30, 2018.

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones updated the Board on the pipe burst at Parkview Apartments. There was some difficulty getting it repaired because the resident was ill with cancer. The insurance company wrote the check for the remediation so the VHA could get it done whenever the unit became available. The repairs are now scheduled for the unit. Part of the repair is to remove the flooring. The flooring is asbestos tile and/or contains asbestos mastic adhesive, which is standard in these units. Anytime we have

the opportunity to turn-over a unit we hire a contractor to remove the asbestos the proper way. In addition, there is a second unit at Parkview that also needs to be abated. There is a resolution tonight to award that contract for both units. One of the units is being partially paid for by the insurance company.

Soil remediation is needed at 189 W. Chestnut Avenue, which is the location of the former VHA offices. Several years ago, the property was converted from oil to gas heating. When the oil tank was removed, it was determined the tank had a leak and there was some leakage into the soil that didn't appear to be major and somewhat contained. The cost to have it remediated was approximately \$100,000 and it was on the list with the NJ DEP for when funding became available. The case sat dormant and it recently came up during the RAD conversion. The VHA has contracted with Brinkerhoff Environmental to assist the Authority through the remediation process. The VHA will probably have to go out to bid to award the contract for remediation. This will not hold up the conversion for Tarkiln/Asselta because the bank is satisfied with the VHA escrowing the money for the remediation. The VHA is planning to get the remediation done as soon as possible, but will probably not get done for August when settlement is anticipated for the conversion.

A lot has happened since last month regarding the RAD conversions. The rules and regulations are changing monthly. The VHA is on target for closing for Parkview and Tarkiln/Asselta for August. The VHA anticipates the closing will be August, but depends on HUD at this point. HUD is reviewing all the documents. Originally, when Kidston and Olivio were reviewed for RAD conversion, the rents HUD was going to give the VHA were not enough to support any debt. HUD has since changed those rules so there are allowing 25% of the property to have what is called a fair market rent. HUD is aware the original funding numbers are not working for a lot of properties. HUD wants to see conversions, but they also want to see rehabilitation. With the 25% of the units being able to bring in more money, the property will be able to handle some debt, but HUD wants to see real change and they are looking for 4% tax credits and possibly a loan/mortgage. Since the 4% tax credits are not competitive, it looks like it is very doable. The VHA is on monthly phone calls with HUD about this property and how we can work through that process to get to conversion. The other piece of this that HUD has sweetened in the last month is if the VHA locks in this year to the current CHAP figures the VHA will continue to receive about a 2% increase every year until closing, but HUD will also throw in the 2018 Capital Fund money which, was a significant amount this year. There were also more units approved for the RAD conversions through the last funding process that was published in the Federal Register, which gives the VHA a few months to apply for D'Orazio with the same caveat of 2018 Capital Fund money and 25% of the property at fair market rent.

The auditors will present the YE 2017 audit to the Board next month. The VHA had a clean audit. The auditors didn't even have any suggestions this year.

The 2019 Budget, which is normally presented to the Board this month, has been delayed a bit because of the RAD conversion activities. The 2019 budget is almost finished. It is a little bit different this year because the VHA is budgeting with three properties at RAD rents and the rest of the properties are not. It is a little bit harder to do, but the VHA will realize additional funds in the Section 8 area due to the Section 8 Administrative fees it will receive for Parkview and Tarkiln/Asselta. A meeting with the Finance Committee will hopefully be held this month. This year the budget process will be a little different because Mrs. Jones is looking at making some changes administratively to better handle the RAD conversion, Section 8 side and possibly adding some part-time positions to help with this transition.

The union contract was up in December 2017. The VHA recently began negotiating with the union. The delay was due to the unknown funding amounts from HUD for this fiscal year. Recommendations will be made to the board following continuing negotiations.

Mrs. Jones stated the RFP's are out for all the professional services which include Consulting, Architect, Auditing, Accounting and Legal Services. They are due July 25th and will most likely be awarded next month.

Committee Reports: None.

Old Business: None.

New Business: None.

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

Resolution #2018-34
Resolution to Approve Monthly Expenses

Chairman Ruiz-Mesa stated he reviewed all the bills and recommended payment in the sum of \$1,047,629.44. A motion was made by Commissioner Chapman; seconded by Commissioner Peretti. The following vote was taken:

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

Resolution #2018-35
Granting an Official Leave of Absence (Workman's Compensation)

Chairman Ruiz-Mesa called for a motion to approve Resolution #2018-35. Mrs. Jones explained last month this resolution was presented because we had an employee that was out on workman's comp for a short period of time and at that meeting the VHA was aware he was returning the following Monday. The resolution still needed to be passed as a requirement from the Public Employees Retirement System. The employee returned and the following Monday went out again on another injury. Since these are two different cases, the VHA will pass another resolution. A motion was made by Commissioner Chapman; seconded by Commissioner Peretti. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Daniel Peretti	(Yes)

Commissioner Brian Asselta	(Absent)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2018-36

Award Extension of Elevator Services Contract (Standard Elevator Corp.)

Chairman Ruiz-Mesa called for a motion to approve Resolution #2018-36. A motion was made by Commissioner Chapman; seconded by Commissioner Peretti. The following vote was taken:

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

Resolution #2018-37

**Awarding Contract for Asbestos Abatement
Parkview #9 & #15 (Asbestos & Mold Services Corp.)**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2018-37. A motion was made by Commissioner Chapman; seconded by Commissioner Peretti. The following vote was taken:

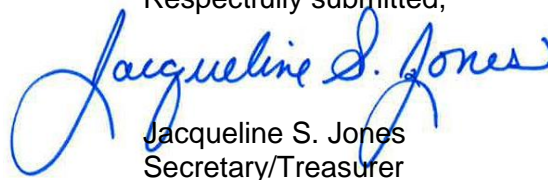
Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Absent)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Absent)
Chairman Mario Ruiz-Mesa	(Yes)

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 Peretti. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 7:20 p.m.

Respectfully submitted,


Jacqueline S. Jones
Secretary/Treasurer