

# Housing Authority of the City of Vineland

**REGULAR MEETING**  
**Thursday, June 18, 2020**  
**3:00 p.m.**

The Regular Meeting of the Housing Authority of the City of Vineland was called to order via teleconference by Chairman Ruiz-Mesa on Thursday, June 18, 2020 at 3:00 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	<i>(Absent)</i>
Commissioner Alexis Cartagena	
Commissioner Gary Forsisky	
Commissioner Daniel Peretti	<i>(Absent)</i>
Commissioner Brian Asselta	<i>(Absent)</i>
Chairman Mario Ruiz-Mesa	

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire – Solicitor, Linda Cavallo – Accountant 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 April 16, 2020. A motion was made by Commissioner Chapman and seconded by Commissioner Forsisky. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Absent)
Commissioner Alexis Cartagena	(Yes)
Commissioner Gary Forsisky	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Absent)
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 eight months ended May 31, 2020.

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones stated the Authority is still operating the same as last month since the COVID-19 pandemic. The Authority is working on a policy to permit the maintenance staff to begin working on routine work orders. Currently, maintenance is only entering resident units for emergencies and using the appropriate PPE. The residents are also using the appropriate PPE.

Mrs. Jones updated the Board regarding the funding that was received from the Cares Act which totaled between Section 8 and Public Housing about \$225,000. The Cares Act basically provided housing authorities with 2 month's operating subsidy for public housing side and 2 month's administrative expenses for Section 8. There was some confusion as to what this funding could be used for. Mrs. Jones attended a webinar yesterday. The funding can be used on any approved operational expense. The suggestion is that the Authority use the funds for utilities, taxes and payroll. The reason is this \$225,000 has a sunset date of December 31, 2020, and if we do not spend it then it goes away. Mrs. Jones stated the Authority has spent approximately \$50-60,000 to date on COVID-19 related expenses.

The RAD conversion for Kidston and Olivio is still in progress. The consultant, financial advisor, attorney for the bond transaction and Mrs. Jones presented in front of the Local Finance Board via-video conferencing last Wednesday. It went well. The Authority received a verbal positive finding. The next steps are to get the positive finding in writing from the Local Finance Board, forward this on to the bank and to HUD for final approvals. The goal is to convert these two properties by the end of this calendar year. HUD schedules the last closing in November with a December 1st effective date. After this conversion, the only properties remaining under public housing will be D'Orazio and the Scattered Sites.

Mrs. Jones asked if any Board Members have any questions. No questions from the Board regarding her report.

**Committee Reports:** None.

**Old Business:** None.

**New Business:** None.

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

**Resolution #2020-29**  
**Resolution to Approve Monthly Expenses (May)**

Chairman Ruiz-Mesa has reviewed the expenses and recommends them for payment in the sum of \$901,857.92. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

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

**Resolution #2020-30**  
**Resolution to Approve Monthly Expenses (June)**

Chairman Ruiz-Mesa has reviewed the expenses and recommends them for payment in the sum of \$1,112,031.46. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

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

**Resolution #2020-31**  
**Resolution of Compliance (Board of Commissioners & Executive Director)**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2020-31. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

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

**Resolution #2020-32**  
**Resolution Updating Bid Threshold**

Chairman Ruiz-Mesa call for a motion to approve Resolution #2020-32. Mrs. Jones explained that since the Authority has an appointed QPA it can spend up to \$44,000 without going out to bid with proper documentation but with Board Approval. The previous amount was \$42,000. The pay to play threshold is \$17,500. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

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

**Resolution #2020-33**  
**Resolution Authorizing the Purchase and Maintenance of Canon Copier**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2020-33. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

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

**Resolution #2020-34**  
**Resolution Extending Elevator Maintenance Services Contract**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2020-34. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

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

There is no need for Executive Session.

Chairman Ruiz-Mesa asked for comments from the press and/or public. No comments. No additional comments from 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 Cartagena. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 3:19 p.m.

Respectfully submitted,



Jacqueline S. Jones  
Secretary/Treasurer