

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, April 18, 2024
6:01 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Chairperson Ruiz-Mesa on Thursday, April 18, 2024, at 6:01 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 Daniel Peretti	(Absent)
Commissioner Brian Asselta	
Commissioner Albert Porter	
Commissioner Iris Acosta-Jimenez	
Chairperson Mario Ruiz-Mesa	

Also, present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Ron Miller, Director of Affordable Housing, Michael Watson, Esquire – Solicitor, Linda Cavallo – Accountant and Gloria Pomales, Executive Assistant.

Chairperson Ruiz-Mesa read the Sunshine Law.

Chairperson Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on March 21, 2024. A motion was made by Commissioner Asselta and seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)

Chairperson Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the six months ending March 31, 2024.

Executive Director's Report:

Chairperson Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones explained and discussed the Section 8 HUD held reserve number. She informed the board the Authority is right on target and is spending 99% of its funds for the Section 8 Program. If Authorities underspend, HUD will take the funds back and then the Authority's program shrinks. As the Board may recall, at the end of last year HUD had issued more funding and the VHA's Section 8 Department leased up approximately 40-50 people in a matter of 3 months. Mrs. Jones turned over the meeting to Ron Miller for an update on the ongoing projects.

Ron reported that the VHA met with its professional team regarding the Tarkiln Acres roof project. There are some code requirements being reviewed with the City construction official. The answer to the code requirements may affect the budget. Once the Authority hears back from the City and VHA will proceed with the roof project design going out to bid.

Kidston & Olivio Towers elevator refurbishment is in full swing. All the materials were received, and each building has an elevator car offline. Olivio Towers has car #2 offline for approximately 3-4 months. Kidston Towers has car #2 offline for approximately 3-4 weeks. Odis Elevator has two different crews; one working at each building. The VHA elevator professionals met with both crews. They made a few field adjustments, and they are also reviewing the specs on a couple of questions the contractor had. The City of Vineland Emergency Management was notified regarding the elevators being out of service for each building. They acknowledged receipt.

There is no new update on the water filtration system. The VHA is actively working on this project and several meetings were held in the past several months, but without a lot of progress. Ron anticipates a meeting with the VHA's engineer in the next couple of weeks.

A meeting was recently held regarding the Olivio & Kidston Towers fire pump replacement project and the fire pump is in place. Most of the piping in the room is in place. The electricians and the alarm contractor were both on site and met with the professional team. Some piping adjustments were made and were approved by the fire engineer. The fire engineer is going to rerun the calculations on the building to confirm certain pressures are being met at each building. This will be tested. The fire pump is anticipated to be online by the end of May. The City has also been informed about this progress.

There is a lot of progress being made at D'Orazio Terrace. The entire building has a new roof. The interior framing rough, plumbing, and electrical work is ongoing. A meeting with the professional team was held regarding a cross-space plan and moisture management in the crawlspace. There is a specific engineer working on this that was hired as a sub by the architect. There is a plan in place, and it has been reviewed in detail regarding the maintenance of this equipment to make sure it is serviceable and accessible. There has been communication with City code official as far as fire stopping in the building. The VHA has preliminary verbal approval. Some of the crawlspace access on the perimeter of the building will be closed off. It will improve the aesthetic of the perimeter of the building and will also allow the blockage off the water infiltration points. The crawlspace of the basement of the building will be enlarged. This will be the primary access for maintenance.

Mrs. Jones indicated the Tarkiln roof is an expensive project, but the Authority has funds in the reserves for replacement. The roof in the Administration Building and Maintenance Shop will also be replaced. There are funds available for this.

As a reminder, the financial disclosure statements are due at the end of April for all Commissioners.

Mrs. Jones provided an update on the Scattered Sites. There are 4 settlements next week and 2 other homes are under an agreement of sale. Currently, there are three (3) homes that are currently listed as well as three (3) homes that were just vacated and will be listed soon. Three (3) residents are also in the process of moving from their existing home to a home the Authority is keeping. This will be the completion of the selling process.

There is a resolution tonight authorizing Mrs. Jones to submit a RAD application to HUD to convert the remaining scattered sites to RAD. The units will need to be assessed and a financial plan will need to be completed. Conversion to RAD should be completed in 2025. Once this is completed, all of the funds that are generated from the sale of the Scattered Site Properties will go to D'Orazio. Some time after the RAD application is submitted, the Board can start talking about D'Orazio again. Once this whole renovation at the one building at D'Orazio is complete, we will give a good handle on what will work and how much it is going to cost. D'Orazio Terrace currently is not permitted to have any reserves as a public housing project. Operations and capital fund

money will go into D'Orazio to fill in any financial gaps. The Authority is still receiving competitive prices on the houses being sold.

Melrose Court is 100% occupied. Inspection of the property was completed which required a few minor repairs. The Authority is at 97% occupancy. Many new younger disabled residents than seniors and with that comes behavior issues.

Commissioner Porter asked regarding the resident who attended last month's meeting with issues. Ron explained that he and his assistant who is bilingual met with him the following week after the board meeting and discussed all of his concerns. All of his maintenance requests were taken care of, however, his accommodation request to relocate is not being approved because he does not have sufficient evidence to permit a transfer or a reasonable accommodation. This explained to him what he needed to get on the transfer list, and he did not supply the documentation as of today. He was relatively satisfied at the end of their meeting.

Committee Report: None.

Old Business: None.

New Business: None.

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

Resolution #2024-19
Resolution to Approve Monthly Expenses

Chairperson Ruiz-Mesa stated the bills have been reviewed and are recommended for payment in the sum of \$2,580,385.18. Chairman Ruiz-Mesa reviewed some of the higher items on the expenses this month. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)

Resolution #2024-20
Resolution to Authorize the Executive Director or Designee to Forward an Application to the United States Department of Housing and Urban Development (HUD) to Convert the Vineland Scattered Site Project of the Vineland Housing Authority (Authority) Public Housing Stock to the Rental Assistance Demonstration Program and for the Executive Director to make a Certification to HUD that the Board has Approved said Application

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2024-20. Correction to the resolution was made from 38 units to 39 units. A motion was made by Commissioner Chapman; seconded by Commissioner Porter. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)

Chairperson Mario Ruiz-Mesa (Yes)

Resolution #2024-21
Awarding As-Needed Electrical Services

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2024-21. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)

There is no need for an Executive Session.

Chairperson Ruiz-Mesa asked for comments from the press, public or any Board Member. No comments.

With no further business to discuss, Chairperson Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 6:21 p.m.

Respectfully submitted,


Jacqueline S. Jones
Secretary/Treasurer