

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, June 19, 2025
6:04 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Chairperson Ruiz-Mesa on Thursday, June 19, 2025, at 6:00 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	(Absent)
Commissioner Brian Asselta	
Commissioner Albert Porter	(Absent)
Commissioner Iris Acosta-Jimenez	
Commissioner Elizabeth Viera	
Chairperson Mario Ruiz-Mesa	

Also, present were 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 May 15, 2025. A motion was made by Commissioner Asselta and seconded by Commissioner Acosta-Jimenez. The following vote was taken:

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

Fee Account's Report:

Chairperson Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the eight months ending May 31, 2025.

Executive Director's Report:

Chairperson Ruiz-Mesa requested the Executive Administrative Report. Ron Miller provided report for Mrs. Jones.

The Kidston and Olivio Towers community room furniture is marked as complete.

The Authority is unable to come to terms with the Architect on a fee proposal regarding the Tarkiln Acres roof project. It is not in line with the previous architects who provided fee proposals, the current proposal is more than 500% higher. The Authority is currently evaluating whether to bid the project in-house with Authority staff and forego the architectural work. The Authority has the capacity to bid the project independently on its own.

Substantial completion on the Kidston and Olivio Towers Elevator Modernization project has been achieved. Today the final change order was received, this will be a credit change order. The

subcontractor owed the VHA money for work not completed. A resolution will be presented next month for a credit. In the meantime, the closeout documents are being completed. There are a few outstanding issues being worked out with the VHA's consultants specifically at Kidston Towers relating to ride quality on the two elevator cars, otherwise they are operational.

The pumps for the Kidston and Olivio Towers interior plumbing project were received, but they do not work. The manufacturer Grundfos will be coming onsite to find out why they are not working.

No new update on the Fire Pump Replacement project. The Authority continues to wait on the fueling station from Siemens. This is delayed until August.

As previously discussed all the Scattered Site homes were sold with the exception of the homes the Authority will retain. The RAD physical assessment process has begun. The VHA's portion of the paperwork has been completed. Inspections were conducted on all homes being retained. Radon testing was completed. The VHA is waiting for the consultants (AEI) to provide reports of physical conditions assessments. RAD conversion is expected to be completed the end of this year or the first quarter of 2026.

The final punch list for fire related damages at D'Orazio Terrace – Building 1 was received today.

The Authority has not come to an agreement with the Architect on the D'Orazio Terrace Community Room Renovation. A revised proposal was received and is under evaluation.

Due to damage caused by a fallen tree at D'Orazio Terrace two residents were permanently relocated. They were relocated and are happy in their new units. The roof was reframed on building #4. There is a resolution tonight to reroof building #2 and #4 which will be discussed during the resolution section of the meeting. Once the roof is installed then the interior repair can be completed; this will enable the Authority to turn over the units.

The VHA continues discussion with the architect regarding Asselta Acres Building #3. Proposal for project continues to be under review.

Kidston and Olivio Towers camera replacement project is substantially complete. The cameras are all installed and working. The Authority is waiting for the electrical engineer to come out and inspect all the work. No problems are anticipated.

Melrose Court is 100% occupied and property is financially sound.

The Authority's properties as of today are 98.6% occupied.

The Community Outreach team has provided food to a couple of the sites specifically Tarkiln Acres and D'Orazio Terrace. A back-to-school event for the families is being planned for August. The Authority is working with the City for the use of the football field across from the VHA's Administration Office for this event.

Committee Report: None.

Old Business: None.

New Business: None.

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

Resolution #2025-28
Resolution to Approve Monthly Expenses

Chairperson Ruiz-Mesa stated the bills have been reviewed and are recommended for payment in the sum of \$2,315,508.72. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

Commissioner Chris Chapman	(Absent)
Commissioner Brian Asselta	(Yes) – abstain on Brown & Connery invoices.
Commissioner Albert Porter	(Absent)
Commissioner Iris Acosta-Jimenez	(Yes) – abstain on Brown & Connery invoices.
Commissioner Elizabeth Viera	(Yes)
Chairperson Mario Ruiz-Mesa	(Yes)

Resolution #2025-29
Transfer Ownership of Authority Owned Vehicle

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-29. Ron Miller provided explanation of resolution. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

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

Resolution #2025-30
Authorizing Entering into a Contract Agreement with All Risk, Inc. for Construction Renovations at D’Orazio Terrace – Bldg. #2 & #4

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-30. Ron Miller provided an explanation of resolution. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

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

Resolution #2025-31
2025-2026 Budget

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-31. Ron Miller reviewed line items of the budget. Budgets for the other Housing Authorities were provided to the Board as well. These budgets were approved by their respective boards. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez.

We're making the Board aware of the replacement reserve activity and current balance. The Executive Director is required to certify that this information has been disclosed to the Board of Commissioners. The Board of Commissioners have been made aware of the balance and withdraw activity at today's meeting.

The following vote was taken:

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

Resolution #2025-32
PHA Five-Year Plan 2025-2029

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-32. Ron Miller briefly reviewed the five-year plan and briefly discussed the previous five-year plan. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

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

Resolution #2025-33
2025 Capital Fund Program

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-33. Ron Miller briefly discussed the Capital Fund. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

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

Resolution #2025-34

Authorizing the Appointment of a Broker of Record – Group Health Benefits

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-34. Ron Miller provided an explanation. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

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

Resolution #2025-35

Resolution to Join the Southern Coastal Regional Employee Benefits Fund

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-35. Ron Miller provided an explanation. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

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

Resolution #2025-36

Southern Coastal Regional Employee Benefits Fund – Indemnity and Trust Agreement

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-36. Ron Miller stated this resolution is related to the two previous resolutions. Counsel has reviewed and approved the resolution and attachment. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

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

Resolution #2025-37
Appoint Joint Fund Commissioner to the
Southern Coastal Regional Employee Benefits Fund

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-37. Ron Miller provided an explanation. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

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

Resolution #2025-38
Granting an Official Leave of Absence (Medical)

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2025-38. Ron Miller provided an explanation. Mrs. Jones, Executive Director has approved this leave. This leave is not in relation to the Family Medical Leave Act specifically. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

Commissioner Chris Chapman	(Absent)
Commissioner Brian Asselta	(Yes)
Commissioner Albert Porter	(Absent)
Commissioner Iris Acosta-Jimenez	(Yes)
Commissioner Elizabeth Viera	(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 Acosta-Jimenez. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 6:35 p.m.

Respectfully submitted,


Jacqueline S. Jones
Secretary/Treasurer

Ron Miller
Director of Affordable Housing