

# Housing Authority of the City of Vineland

*REGULAR MEETING*  
**Thursday, July 18, 2024**  
**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, July 18, 2024, at 6:04 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 June 20, 2024. A motion was made by Commissioner Porter 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 nine months ending June 30, 2024.

## **Executive Director's Report:**

Chairperson Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones began by discussing the financial statement. The Authority is working with a HUD Section 8 "Shortfall" team to provide additional funds for the Section 8 program. The combined financial statement will show a loss until the shortfall is remedied.

Ron Miller provided updates on the renovation projects. The Tarklin Acres roof project still remains on hold. The elevator project at Kidston and Olivio Towers is progressing well. Both elevators at Kidston Towers are in service, but car #1 at Kidston Towers will be taken out of service in the next week to begin the modernization. The new car at Kidston Towers has been running successfully for the past 3 weeks. Car #2, the first modernization at Olivio Towers has about six (6) weeks left of the modernization work and everything is progressing well on that. In regard to the interior plumbing project, the only item open on this project is the water improvement system, which is still on hold with no update. There was successful completion on the fire pump

replacement. The pump is in service. There is a resolution for a change order on this project this evening and will be explained during the resolution portion of the meeting.

In regard to D'Orazio Terrace, Ron met with the contractor on Monday and inspected all of the units. Three of them are in the dry wall phase and being painted next week. Casework has arrived for three of the units. The remaining units, due to the change order that was approved last month, are still in rough electric. The project is moving pretty well. He is hoping to have an update on the schedule next month for a completion date.

Mrs. Jones stated she spoke with the Chair prior to the meeting regarding the progress at D'Orazio and of the possibly of once a unit or two is available to show the Commissioners the units during a meeting night. This would be a vision for the rest of the property so it would be good for everyone to see.

In regard to the Scattered Site disposition. One more house was sold yesterday. To date there are twenty-five (25) houses sold, four (4) additional houses are under agreement, two (2) are listed, two (2) more are vacant and getting ready to be listed and there is one (1) still occupied. Hoping they are all sold by the end of the year. This is prompting the Authority to start thinking about the D'Orazio Terrace redevelopment and in talking with the Authority's consultant in September or October he will come in and present to the Board about the next steps to start moving on that project.

The Audit for FYE 2023 has been filed with no issues and no findings. The auditor will probably present to the Board in a month or two. It was filed again as qualified audit, meaning that the information from the State on the liability for the health benefits and pension is not available yet. It has been released by the State but then has to go through a vetting process.

The Waiting List will be open Monday, July 22<sup>nd</sup> for 0 and 1 bedrooms for elderly, disabled and/or handicap) but 4-, 5- and 6-bedrooms list remains open. Applicants can apply online or call the office for an application.

Mrs. Jones reported the Authority traditionally charges the residents for tenant caused damages. They are charged the burdened rate of the maintenance employee's salary as well as any materials involved. If there is a contractor that is called to make a repair, the amount of the invoice is passed through to the tenant. The Authority has a challenging time collecting these charges. The Authority will be sending the tenants another letter about this and pursuing these charges in civil court if they do not pay. In some cases, the charges are large. Mrs. Jones reported on the landlord/tenant fees and court cost increase. A letter was mailed out to the residents informing them of the cost to file a case which is \$350 for non-payment of rent and if the attorney goes to court and goes to trial it is another \$350. Since the mailing of the letter, many residents contacted the VHA to pay their balances and/or requesting a repayment agreement. There are still some tenants who are habitually in court 3-4 times a year. These fees may also be pursued in civil court because these are difficult if not impossible to collect in landlord/tenant court as well.

There are a few resolutions this evening concerning the Annual Plan, the Budget FYE 2025, and some revisions to major policies which will be discussed and explained during the resolution portion of the 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 #2024-32**  
**Resolution to Approve Monthly Expenses**

Chairperson Ruiz-Mesa stated the bills have been reviewed and are recommended for payment in the sum of \$1,560,214.71. 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 #2024-33**  
**PHA Certificate of Compliance with the PHA Annual Plan (2024-2025) and Related Regulations Board Resolution to Accompany the PHA Plan**

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2024-33. Mrs. Jones briefly explained the PHA Plan which included the progress on the sale of the Scattered Sites as well as the Authority's intention to convert D'Orazio Terrace to RAD in the upcoming year and the update of two policies for Public Housing and Section 8. A motion was made by Commissioner Porter; 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 #2024-34**  
**Budget 2024-2025**

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2024-34. Mrs. Jones reviewed the budget. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. 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 #2024-35**

**Resolution Approving the Executive Director and/or Assistant Executive Director and/or the Chairperson to Take All Actions Necessary to Bring up to Code, Market and Sell the Scattered Site Homes Consistent with the U.S. Department of Housing and Urban Development (HUD) Approved Inventory Removal Application**

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2024-35. Mrs. Jones explained the resolution. 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 #2024-36**

**Resolution Adopting Revisions to the Public Housing Admissions and Continued Occupancy Policy (ACOP) and the Section 8 Voucher Administrative Plan**

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2024-36. Mrs. Jones explained the revisions to the ACOP and Section 8 Administrative Plan. A motion was made by Commissioner Porter; 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 #2024-37**

**Approving Change Order #002 for Kidston & Olivio Towers Fire Pump Replacement Project**

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2024-37. Ron Miller explained the change order. 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 #2024-38**  
**Award Contract for Water Heater Replacement at Kidston Towers**  
**Ace Plumbing, Heating and Electrical**

Chairperson Ruiz-Mesa called for a motion to approve Resolution #2024-38. Ron Miller provided an explanation for the resolution. A motion was made by Commissioner Chapman; seconded by Commissioner Asselta. 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. Commissioner Porter asked if there was a program at the Corbin Center/Asselta Acres for the summer months. Mrs. Jones stated in the past there was a summer program and there is no program currently. No further 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 6:40 p.m.

Respectfully submitted,



Jacqueline S. Jones  
Secretary/Treasurer