

# Housing Authority of the City of Vineland

*REGULAR MEETING*  
**Thursday, October 17, 2024**  
**6:00 p.m.**

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Vice Chairperson Chapman on Thursday, October 17, 2024, 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	
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	
Commissioner Albert Porter	
Commissioner Iris Acosta-Jimenez	
Chairperson Mario Ruiz-Mesa	(Absent)

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.

Vice Chairperson Chapman read the Sunshine Law.

Vice Chairperson Chapman entertained a motion to approve the minutes of the Regular Meeting held on September 19, 2024. A motion was made by Commissioner Asselta and seconded by Commissioner Acosta-Jimenez. 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	(Absent)

Vice Chairperson Chapman called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the twelve months ending September 30, 2024. Brief discussion regarding the financial report.

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

Vice Chairperson Chapman requested the Executive Administrative Report. Mrs. Jones asked Ron Miller to provide an update on the current projects. Ron Miller stated last month the Board approved a professional services contract for a new architect. A kickoff introduction meeting was held. An onsite meeting for the Tarkiln Roof project is scheduled for next week. The VHA is waiting on the drawing files to be released from Donovan Architects. The new architects are aware that this project needs to be out to be bid and under construction by summer of 2025. Completion date is hard to estimate at this time.

There is a change order in the resolution section for the Kidston and Olivio Elevator Modernization project. It will be further discussed during the resolution section of the meeting. Kidston Towers elevator car #1 is scheduled to tentatively go back into services on October 25<sup>th</sup>. Olivio Towers elevator car #1 is scheduled to go back into service on December 20<sup>th</sup>. This will complete the project and a punch list will be provided.

The fueling station submittal regarding the Kidston Towers fire pump was reviewed and approved. This project is complete.

Six of the units at D'Orazio Terrace are being painted this week. Three of the units have already been painted. Leaving one more to be painted. The floors will go in after painting is completed along with mill work as well as cleaning. The change order for site improvements being discussed in the resolution section of the meeting tonight will hold up the project from completion.

Mrs. Jones reported there was a tour of the one building at D'Orazio consisting of 6 – zero bedroom and 4 – one-bedroom units. The architect took out all the walls and redesigned these units. It is unbelievable what they did to make the zero-bedroom unit feel like a small 1-bedroom apartment. It is a much-improved way to live and she is impressed with how it was designed. Mrs. Jones is excited to take this through the rest of the development.

Mrs. Jones provided an update on the scattered sites. There are three houses under agreement and one house listed for sale. This will complete the sale of the homes and the conversion to RAD can begin.

The Audit FYE 2023 has been completed but the Auditors were waiting for the post-employment health benefit and pension information from the State. They have finally received it and are analyzing the information. Mrs. Jones has a meeting with the Auditor tomorrow morning and will be provided with an update with where they are at finishing the audit so they can be presented to the Board. There are no issues or findings. The auditors just need to wrap up the numbers to be able to report.

**Committee Report:** None.

**Old Business:** None.

**New Business:** None.

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

**Resolution #2024-44**  
**Awarding Legal Services Contract – General Counsel**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-44. Tabled for next month.

**Resolution #2024-45**  
**Awarding Legal Services Contract – Labor Relations Counsel**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-45. Tabled for next month.

**Resolution #2024-49**  
**Resolution to Approve Monthly Expenses**

Vice Chairperson Chapman stated the bills have been reviewed and are recommended for payment in the sum of \$1,353,709.75. A motion was made by Commissioner Acosta-Jimenez; seconded by Commissioner Porter. The following vote was taken:

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

**Resolution #2024-50**  
**Authorizing Shared Services Agreement with the City of Vineland – Rock Salt**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-50. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. 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	(Absent)

**Resolution #2024-51**  
**Authorizing Contracts with National Contract Vendors**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-51. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. 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	(Absent)

**Resolution #2024-52**  
**Authorizing Contracts with State Contract Vendors**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-52. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. 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	(Absent)

**Resolution #2024-53**  
**Approving Change Order #3 for Modernization  
of the Elevators at Kidston & Olivio Towers**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-53. A motion was made by Commissioner Porter; 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	(Absent)

**Resolution #2024-54**  
**Authorizing Repair & Replacement of Structured Wiring  
for the Asselta Acres Security Camera System**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-54. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. 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	(Absent)

**Resolution #2024-55**  
**Void Checks Not Presented for Payment**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-55. Mrs. Jones reviewed and explained the checks not presented for payment. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. 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	(Absent)

**Resolution #2024-56**  
**Approving Change Order #6 for Construction Renovations at D'Orazio Terrace**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-56. Ron Miller explained the change order is site related consisting of concrete and drainage work. Mrs. Jones

stated there has been a water issue at D'Orazio for years. Ron and the architect's engineers have gone through extensive measures to figure out where the water is coming from. This will allow the Authority to know what to do for the specs going forward for the remainder of the 9 buildings. A motion was made by Commissioner Asselta; seconded by Commissioner Acosta-Jimenez. The following vote was taken:

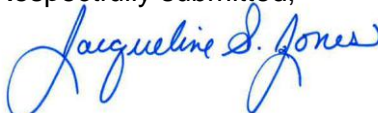
Commissioner Chris Chapman	(Yes)
Commissioner Daniel Peretti	(Absent)
Commissioner Brian Asselta	(Yes)
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Chairperson Mario Ruiz-Mesa	(Absent)

There is no need for an Executive Session.

Vice Chairperson Chapman asked for comments from the press, public or any Board Member. No Comments.

With no further business to discuss, Vice Chairperson Chapman 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 6:20 p.m.

Respectfully submitted,



Jacqueline S. Jones  
Secretary/Treasurer