

# Housing Authority of the City of Vineland

*REGULAR MEETING*  
**Thursday, November 21, 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, November 21, 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 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 August 15, 2024. Tabled for next month.

Vice Chairperson Chapman entertained a motion to approve the minutes of the Regular Meeting held on October 17, 2024. A motion was made by Commissioner Asselta and 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	(Absent)

Vice Chairperson Chapman called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the one month ending October 31, 2024.

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

Vice Chairperson Chapman requested the Executive Administrative Report. Ron Miller reported for Mrs. Jones in her absence. Ron reported the Tarkiln Acres roof project is on hold. He will explain this further in the resolution section of the meeting.

Regarding the Kidston and Olivio Towers elevator refurbishment, both elevators at Kidston Towers are back in service and operational. It is currently in a punch list stage. Olivio Towers is ahead of schedule, and it is expected that car #2 to be placed back in service in the middle of December pending State elevator inspection. The Authority's consultant was onsite on Tuesday and walked the building. They have begun to develop a preliminary punch list.

There are no new updates this month on the Kidston Towers Interior Plumbing Renovations. The Fire Pump project remains in the same status as last month. It is in the close out phase. One change order is expected on this project for clean-up and the punch list items that were not included in the original scope. Unfortunately, the Authority is still waiting on the fuel station which has 40-week lead time. This project will remain open for a while.

Regarding the Scattered Site Disposition, there is one closing scheduled of the four houses remaining to be sold. Closing is expected to happen in December of 2024 and two closings are expected in January 2025. There is one home that remains for sale with no offers to date. Commissioner Asselta asked how long the house has been on the market. Ron indicated 30 days, and the price was just lowered this week.

The predevelopment work and development work, which was part of the fire at D'Orazio Terrace is moving along full speed. The Authority is pressing the contractor to be wrapped up by the end of 2024. Realistically this probably will not happen. It will more than likely be wrapped up in mid-January. The contractor is currently installing heaters and finishing flooring. A lot of cabinetry and mill work is in the units. They will transition into the site work. The site work contractor has a plan to submit for the permits from the City for the concrete work. The site work contractor believes he will complete this work by the end of the year. We have tenants ready to go for all 10 units. The building and new layout looks fantastic.

Ron will provide a further update on the D'Orazio Terrace Community at the resolution section of the meeting.

As part of Mrs. Jones's monthly administrative report, updates will be provided on the Community Outreach events. About a year and a half ago, the lease enforcement position was turned into a Lease Enforcement/Community Outreach position because of the negative feedback this position generated while enforcing lease violations. The Authority wanted to do something positive and give back to the community. This involves developing relationships with community members, identifying local needs, raising awareness about important issues, encouraging participation and fostering collaboration with other organizations by actively engaging with the community. The goal is to engage with the community and all the members of the community the Authority serves inclusive of families and seniors. In October, an event was held at the Corbin Center with Vineland Fire Department participation. The Fire Department provided fire prevention information as well as providing activities for the children. There was a good turn-out. Residents from Asselta Acres, the Scattered Sites and Parkview Apartments were all invited. The residents were thankful for the event.

In addition, the Authority has been distributing turkeys and food to the residents for the past two days for the holidays. An enormous number of people came out to get food. This is being handled with in-house staff so it does not affect the Authority's budgets, if staff has some extra time in their day and are able to help, they are offered the opportunity to help and participate in these programs allowing them to give back to the community and interact one on one with the tenants. It has been successful. The Authority plans to continue this and is currently planning for the Christmas season with another food drive. The Board will receive monthly updates on Community Outreach events.

Commissioner Porter is glad to see that activities are resuming at the Corbin Center.

**Committee Report:** Vice Chairperson Chapman stated the reorganization committee is generally comprised of himself, Commissioner Asselta and Chairman Ruiz-Mesa. He appointed them again and at the next meeting they will make a recommendation for the position Chairman and Vice Chairman. It is open to the entire board to make recommendations as well. The Secretary/Treasurer position is held by the Executive Director by default.

**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**

Tabled for next month.

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

Tabled for next month.

**Resolution #2024-57**  
**Resolution to Approve Monthly Expenses**

Vice Chairperson Chapman stated the bills have been reviewed and are recommended for payment in the sum of \$1,738,900.31. 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) – abstain on Brown & Connery invoices.
Commissioner Albert Porter	(Yes)
Commissioner Iris Acosta-Jimenez	(Yes)
Chairperson Mario Ruiz-Mesa	(Absent)

**Resolution #2024-58**  
**Accounts Receivable Decried as Uncollectible**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-58. Wendy Hughes briefly explained the resolution. A motion was made by Commissioner Asselta; 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	(Absent)

**Resolution #2024-59**  
**Authorizing to Enter into the Bergen County New Jersey  
Cooperative Purchasing Alliance Cooperative Pricing Agreement**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-59. Ron Miller provided an explanation of this resolution. 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 #2024-60**  
**Awarding Information Technology Services Contract**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-60. Ron Miller briefly explained the awarding of the IT Services Contract. 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 #2024-61**  
**Authorizing Entering into a Contract Agreement with Pellegrino Auto Group**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-61. Ron Miller explained this for the purchase and replacement of a maintenance vehicle. The vehicle being replaced is scheduled to be transferred to Ocean City pending further approval and board action. 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 #2024-62**  
**Rescinding Resolution # 2024-43**

Vice Chairperson Chapman called for a motion to approve Resolution #2024-62. Ron Miller explained an Architectural and Engineering Contract awarded to Clarke Caton Hintz with Resolution #2024-43. The contract was never actually executed. Prior to the contract being executed or of not being executed the Authority engaged with Clarke Caton Hintz and their principles; unfortunately, the Authority was unable to come to terms as to price on our projects, specifically those projects being the Tarkiln Acres roof replacements and the D'Orazio Terrace Community room. There was a brief discussion regarding their pricing. The Authority couldn't come to an agreement with the principles and recommends withdraw of the award. This also allows the Authority's purchasing agent to go back out to RFP publicly for a new A&E firm. This will delay those two projects previously mentioned. This was reviewed with counsel. 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 6:18 p.m.

Respectfully submitted,



Jacqueline S. Jones  
Secretary/Treasurer



Ronald Miller  
Director of Affordable Housing