

Housing Authority of the Borough of Buena
County of Atlantic
State of New Jersey

REGULAR MEETING

January 19, 2012

4:00 p.m.

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairman Dandrea on Thursday, January 19, 2012 at 4:00 p.m. The following commissioners were present:

Chairman, Frank Dandrea
Vice Chairman, Carla Giovinazzi - Absent
Commissioner, Nancy Brunini
Commissioner, Lynn Hoban - Absent
Commissioner, Geraldine Errickson
Commissioner, Emily Adams

The following individuals were also present: Jacqueline Jones, Executive Director; Roseann Mooney, Site Manager; Linda Avena, Accountant; Ron Miller, Site Improvement Manager; Nina Sorelle, Auditor; Liz Dugan, Auditor, and Robert DeSanto, Solicitor.

The following resident was in attendance: Marge Cooper and Gloria Miller

After reading the "Sunshine Law Statement" Chairman Dandrea called for a motion to approve the minutes of the meeting of September 15, 2011. The minutes were tabled for next month's meeting due to the fact that there were not enough Commissioners present at the September 15, 2011 meeting to approve the meeting.

The Chairman called for a motion to approve the minutes of the meeting of December 15, 2011. A motion was made by Commissioner Errickson and seconded by Commissioner Brunini. The following vote was taken:

Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Absent
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Absent
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Yes

Nina Sorelle along with Liz Dugan of Bowman & Company Auditors present the Audit Report for fiscal year April 1, 2010 to March 31, 2011 to the Commissioners. Nina Sorelle said that the Authority had a very clean audit. The only finding that the auditors had was for internal control due to staffing. Mrs. Sorelle stated that there were no checks and balances since the staff was limited to one office person. Jacqueline Jones, Executive Director passed out two letters from the auditors to the Commissioners with the minor recommendations. Mrs. Jones stated that she already had corrections to the finding in place. Commissioner Brunini asked if there was a "corrective of action" to be filed. Mrs. Jones said that HUD does not require one. With no other questions from the Commissioners on the audit, Nina Sorelle thanked the Commissioners and commented on the Authority's appearance, especially the new gazebo.

Chairman Dandrea called upon Linda Avena, Accountant to present the nine month period ending December 31, 2011. A motion was made by Commissioner Brunini and seconded by Commissioner Adams to accept the Financial Report. The following vote was taken:

Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Absent
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Absent
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Yes

The Executive Director, Jacqueline Jones presented the Administrative Report covering December 7, 2011 through January 9, 2012.

Mrs. Jones expected to have heard from HUD on the funding expected for calendar year 2012. Mrs. Jones said that we should hear something by the end of January.

Mrs. Jones asked that a Resolution be passed tonight for the submission of the Annual Plan. This Resolution will be 2012-07 which would be voted on today and signed at the next Board Meeting. Mrs. Jones wants to include the Rental Assistance Program in the Annual Plan which is also a voucher plan. She told the Commissioners that if it were not submitted in the Annual Plan we would not be eligible if we wanted to apply for this assistance rather than the subsidy that we receive now. Mrs. Jones answered some questions from the Commissioners about the program.

The Executive talked about the Site Improvement Project which is moving along according to schedule. She turned the meeting over to Ron Miller the Project Manager. Ron commented that the project is almost complete. He stated that we had a few problems with the asphalt that will be taken care of in the spring since the weather has now turned cold. Ron explained to the Commissioners that he had in writing from both the JJM Contractor and the Asphalt Co. that they will fix the surface of the parking lots in the spring. Mr. Miller also said that a Resolution would be presented today to extend the contract for the Site Improvement Project to April 30, 2012 due to the cold weather. Jackie Jones said that by extending the contract the pavement warranty maintenance bond would extend over two winters. Ron Miller explained that seven handicap ramps had to be taken out and replaced, the pavilion was done and the drying area was 95% done. Ron said that we would be making a 3rd payment to JJM Construction which does not include any asphalt. Ron said that after this payment the balance on the contract is around \$64,000.00. Jackie said that next month we would probably have a payment to JJM for some of the asphalt. Ron stated that in case we had to call an outside company to repair the parking lots we would still have more than enough money to cover the cost with no additional charge to the Authority. He also stated that at the contractor's expense there would be having a company doing core drill samples of the asphalt to check the strength.

In closing, Mrs. Jones asked if there were any questions from the Commissioners. Commissioner Adams asked about the handicap parking spaces. Mrs. Jones said that we have over the requirements for handicap spaces.

With no further information to discuss, Mrs. Jones ended her Administrative Report.

The following Resolutions were presented and passed as follows:

Resolution #2012-01

Resolution #2012-01 approving the Monthly Expenses from December 16, 2011 through January 19, 2012. A motion was made by Commissioner Errickson and seconded by Commissioner Brunini approve the resolution. The following vote was taken:

Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Absent
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Absent
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Yes

There were some questions concerning different payment by Commissioner Brunini. All were answered to the Board's satisfaction by the Executive Director and Site Manager.

Resolution #2012-02

Resolution #2012-02 approved the assignment of JIF Fund Commissioner to Jacqueline Jones. Commissioner Brunini made a motion and it was seconded by Commissioner Adams. The following vote was taken:

Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Absent
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Absent
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Yes

Resolution #2012-03

Resolution #2012-03 approval of the 2010-2011 Audit Report. A motion was made by Commissioner Brunini and seconded by Commissioner Adams. The following vote was taken:

Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Absent
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Absent
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Yes

Resolution #2012-04

Resolution #2012-04 approving the 3rd payment to JJM Excavating for the Site Improvement Project in the amount of \$59,193.18. A motion was made by Commissioner Errickson and seconded by Commissioner Adams. The following vote was taken:

Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Absent
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Absent
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Yes

Resolution #2012-05

Resolution #2012-05 approving the extension of contract for the Site Improvement Project. A motion was made by Commissioner Brunini and seconded by Commissioner Errickson. The following vote was taken:

Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Absent
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Absent
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Yes

Resolution #2012-06

Resolution #2012-06 approving an Executive Session was DEAD FOR A LACK OF MOTION.

Resolution #2012-07

Resolution #2012-07 approving the submission of the Annual Plan including the rental assistance program for 2012-2013. A motion was made by Commissioner Errickson and seconded by Commissioner Brunini. The following vote was taken:

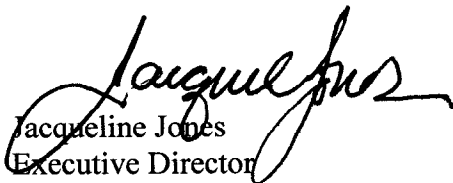
Chairman, Frank Dandrea	Yes
Vice Chairman, Carla Giovinazzi	Absent
Commissioner, Nancy Brunini	Yes
Commissioner, Lynn Hoban	Absent
Commissioner, Geraldine Errickson	Yes
Commissioner, Emily Adams	Yes

Chairman Dandrea asked if there were any comments for the public. Gloria Miller stood and said that she is impressed with the new building signs. Mrs. Miller also asked if emergency pull cords could be put in the living rooms of all units. Mrs. Jones asked Roseann Mooney to explain the necklace alarm system to Mrs. Miller. Marge Cooper, president of the Housing Authority's Resident Council talked about the recent meeting she and her staff had with Mrs. Jones and the suggestions they gave for the Annual Plan. Mrs. Cooper along with Chairman Dandrea talked of the lack of sidewalk leading to the trash areas. Commissioner Geraldine Errickson who is also a tenant commented on the donations made by the social club "Parkview Garden's Community Association." Mrs. Errickson asked if she could put up a new bulletin board in the community room. Mrs. Jones okayed the bulletin board and the hanging of an award that Parkview Garden's Community Association recently received.

Chairman Dandrea asked if there were any comments from the Board Members. There were no comments.

With no other business, a motion was made by Commissioner Adams and seconded by Commissioner Errickson. A unanimous vote followed. The meeting was adjourned at 5:00 p.m.

Respectfully Submitted,


Jacqueline Jones
Executive Director