

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

**Regular Meeting**

April 16th, 2015 at 4:00 PM

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairman Giovinazzi on Thursday, April 16th, 2015, at 4:00 pm at 600 Central Avenue, Minotola, NJ. The meeting was held in compliance with the open Public Meetings Act, and notice of the meeting was provided to the Daily Journal and The Press of Atlantic City. Roll call was taken.

The following commissioners were present:

Chairman Giovinazzi  
Vice Chairman Brunini  
Commissioner Cooper  
Commissioner Johnston

The following individuals were also present: Jacqueline Jones, Executive Director; Ron Miller, Purchasing Agent; Christine Trout, Site Manager; Linda Avena, Accountant, Robert DeSanto, Solicitor.

Chairman Giovinazzi read the "Sunshine Law Statement".

Chairman Giovinazzi then called for a motion to approve the minutes of the meeting held on January 15, 2015. This was tabled until the next meeting due to the necessary Commissioners not being present.

Chairman Giovinazzi then called for the Financial Report to be given. The report was given by Linda Avena, Accountant.

Chairman Giovinazzi called for a motion to approve the financial report.

Commissioner Brunini made a motion and was seconded by Commissioner Cooper.

The motion was approved by unanimous vote.

Chairman Giovinazzi moved onto Old/New Business and Executive Director Jacqueline Jones gave the Executive Report.

Mrs. Jones said that the Authority had received notification that it has maintained High Performer status for the year ending March 31, 2014, with a final score of 100. The areas of review include Physical, Financial, Management and Capital. The High Performer status is difficult to obtain, but a score of 100 is incredible. With thanks and appreciation going to the dedicated staff of Gus Fierro, Christine Trout and Ron Miller for a job well done!

Mrs. Jones mentioned that the Authority's year end was March 31, 2015, and that the accountant will be preparing the year end reports to be filed with HUD by the end of May 2015.

Mrs. Jones mentioned that the Operating Budget for April 1, 2015 through March 31, 2016 had been **approved** at the January 2015 meeting. The budget has also been **approved** by the State. The final step is to **adopt** the budget. A resolution to adopt the budget is included for Board consideration.

Mrs. Jones then mentioned the **Early Retirement Incentive (ERI) Lump Sum Payment**. She mentioned that the Board had voted to pay off the ERI liability at the January 2015, meeting. The pay-off amount is \$19,702, was disbursed to the State.

Mrs. Jones mentioned the Capital Improvements that have been scheduled:

- Roofing Repairs – Removal of rooftop brackets for former solar panels.  
Genovese Roofing - \$2,410.00
- Tree Removal – Removal of 2 trees, grinding of 2 stumps in the area of new parking  
Arbor-Tech Tree Service - \$1200.00.
- Parking Extension – Extension of parking stalls between F & G Buildings.  
GWP Enterprises, Inc. - \$4887.75.

In an update of the painting and carpeting to the tenants in residence over 10 years, there have been only 2 -3 responses so far.

Mrs. Jones also updated the latest information on the **Rental Assistance Demonstration (RAD) Program**.

The Authority has received an approval from HUD to continue with the submission of the RAD application. The consultant and staff are working on the financial section of the application with current data to determine if the program would be beneficial to the Buena Housing Authority. We are waiting for the response on the amount of the rental amounts we will have. Board approval would be required for the final submission. A Special Board Meeting may be required to consider the submission of this application.

Mrs. Jones also mentioned the large turnover since January. Already we have had 4 and there is another 3 expected.

The Housing Authority closed the Waiting List in February because we have enough applicants for the foreseeable future.

**The following Resolutions were then presented and passed as follows:**

These resolutions for Approval of Monthly Expenses were grouped and voted on together.

**Resolution 2015-19 Approval of Monthly Expenses January 16, 2015 to February 28, 2015**

**Resolution 2015-20 Approval of Monthly Expenses March 1, 2015 to March 31, 2015**

**Resolution 2015-21 Approval of Monthly Expenses April 1, 2015 to April 16, 2015**

A motion was made by Commissioner Cooper and seconded by Vice Chairman Brunini to approve the resolutions.

The motion was approved by unanimous vote.

**Resolution 2015-22 Adoption of Housing Authority State Budget 4/1/2015 to 3/31/2016**

A motion was made by Commissioner Cooper and seconded by Vice Chairman Brunini.

The motion was approved by unanimous vote.

**Resolution 2015-23 Approval of Capital Fund FFY 2015**

A motion was made by Vice Chairman Brunini and seconded by Commissioner Cooper.

The motion was approved by unanimous vote.

There were no members of the public present.

Mrs. Jones asked if there were any comments from the Board Members.

The Commissioners mentioned that the complex looks very nice, and congratulations were made on the High Performance Status for the year ending March 31, 2014.

Chairman Giovinazzi made a motion to close the meeting.

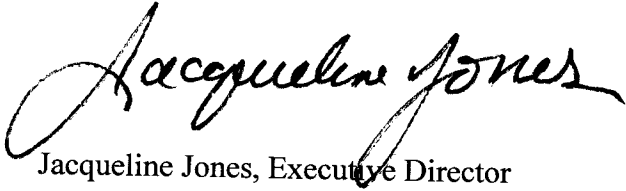
A motion was made by Vice Chairman Brunini, and seconded by Commissioner Cooper.

The motion was approved by unanimous vote.

The next meeting is scheduled for July 16th, 2015 at 4:00 pm.

At 4:25pm the meeting was adjourned.

Respectfully submitted,

A handwritten signature in black ink that reads "Jacqueline Jones". The signature is written in a cursive, flowing style with a large initial 'J'.

Jacqueline Jones, Executive Director