

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

Regular Meeting

September 26, 2017 at 5:15pm

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairperson Giovinazzi on Tuesday, September 26th, 2017, at 5:15 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:

Chairperson Giovinazzi
Commissioner Cooper
Commissioner Delano
Vice-Chairperson Hoban

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

Chairperson Giovinazzi read the "Sunshine Law Statement".

Chairperson Giovinazzi then called for a motion to approve the minutes of the meeting held on May 18th, 2017. Commissioner Delano made a motion and it was seconded by Commissioner Hoban. All were in favor.

Chairperson Giovinazzi then called for the Financial Report to be given. The report was given by Linda Avena, Accountant. Mrs. Jones was called upon by to further explain the loss shown on the financial report. The loss on the financial report is due to the reduction in operating subsidy for this fiscal year and we have had several turnovers.

Through 12/31/2017, the Authority is being funded under the "Operating Subsidy" formula. Beginning 01/01/2018, the Authority will be funded under the Rental Assistance Demonstration (RAD) program funding formula.

Mrs. Jones explained that we just received the final Capital Fund in the amount of \$72,624.00. The Housing Authority has almost \$50,000 in the Reserve for Replacement Account since RAD, which is for repairs to the property. All total the Authority will have \$280,000 in cash by the end of the month in addition to the \$50,000 in the Reserve for Replacement Account.

Chairperson Giovinazzi then called for a motion to approve the Financial Report. Commissioner Cooper made a motion and it was seconded by Commission Hoban.

Mrs. Jones also incorporated the remainder of her Executive Report at this time.

Commissioner Nancy Brunini

Commissioner Brunini submitted her letter of resignation to the Housing Authority Board in August. Nancy was appointed to the board on February 3, 2005, and she served for over twelve years. The Authority benefited by the many years of Nancy's service and thoughtful professionalism she brought to the agency. We thank her for her long-term dedication and commitment.

Update on the Rental Assistance Demonstration (RAD) Program:

Mrs. Jones stated that all is going well with the RAD conversion. Beginning January 1, 2018, the Vineland Housing Authority (VHA) will be receiving and disbursing the BHA's housing assistance payments. In addition, beginning in January, the VHA will be receiving the administrative fee for administering the RAD vouchers directly from HUD.

Audit – Year Ending 3/31/2017

Ms. Jones stated that the audit for the year ending 3/31/2017 is expected to begin shortly. The auditors will be on-site for this audit along with remote office review to complete the audit. There will be an exit conference scheduled with the auditors and fee accountant to discuss the results.

Buena HA and HUD Recapture of Funds from 2012

Ms. Jones reported that a few years ago, several housing authorities filed a lawsuit against HUD to challenge the 2012 Operating Reserve recapture. 309 Housing Authorities joined the initial lawsuit, and the judge in the case ruled in favor of the Housing Authorities with damages of about \$135 million.

Although 309 Housing Authorities joined the lawsuit, many more PHAs were affected by the 2012 recapture. Now, industry advocates, PHADA and NAHRO, are organizing a second lawsuit and have invited PHAs that did not participate in the first action to now join in to try to recover damages.

Source: The Casterline Associates Advisor; June 21, 2017. Vol 22, No. 8

The Buena HA was affected by this recapture and the approximate amount is \$39,000. The cost to the authority to join the lawsuit is \$1,000 of non-federal funds and the deadline to file was August 15, 2017. The authority has non-federal funds that are from the profits from washer and dryer usage. The authority joined this lawsuit prior to the deadline. A resolution is in the packet for the board's approval for this meeting as the July 2017, board meeting was cancelled.

Work Order Activity by Category from 4/1/2017 through 8/31/2017

Ms. Jones reported on the Work Order Completed Activity for the BHA from 4/1/2017 through August 31, 2017, showing the different Categories and Total counts for each category. **The Total work orders completed were 256.**

Buena HA – Characteristics of All Household Members

Ms. Jones also gave a 50058 Statistical Review report on all Units in the complex, which included Unit Characteristics and Characteristics of ALL Household Members.(M/F; Age; Race; Ethnicity, etc.).

Commissioner Delano asked if various reports could be requested if needed and Ms. Jones said that there were a number of reports that could be obtained.

Board of Commissioners – Training Program Status

Ms. Jones stated that with the resignation of Nancy Brunini, we were now down to four Commissioners. A question was asked as to why there cannot be two Commissioners serving on two Municipal Boards. Mr. Jones asked Solicitor DeSanto to answer this question. Solicitor DeSanto stated the Statute provides that no more than one (1) person in the Municipality that is serving on another board or who is an employee of the borough can serve on the Housing Authority Board.

The following Resolutions were then presented and passed as follows:

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

Resolution 2017-23 Approval of Monthly Expenses May 19, 2017 to June 30, 2017

Resolution 2017-24 Approval of Monthly Expenses July 1, 2017 to July 31, 2017

Resolution 2017-28 Approval of Monthly Expenses August 1, 2017 to August 31, 2017

Resolution 2017-29 Approval of Monthly Expenses September 1, 2017 to September 21, 2017

A motion was made by Commissioner Cooper and seconded by Vice-Chairperson Hoban to approve the resolutions.

The motion was approved by unanimous vote.

Resolution 2017-25 Approval of Capital Fund FFY 2017

The motion was made by Vice-Chairperson Hoban and seconded by Commissioner Delano.

The motion was approved by unanimous vote.

Resolution 2017-26 Authorizing Executive Director to Enter into Lawsuit vs HUD - Recaptured Funds

The motion was made by Vice-Chairperson Hoban and seconded by Commissioner Delano.

The motion was approved by unanimous vote.

The following Resolutions concerning the approval of the Board Meeting Date changes and 2018 Board Meeting dates were bundled and voted on together.

Resolution 2017-27 Approval of Board Meeting Date Changes

Resolution 2017-30 Approval of Board Meeting Dates for 2018

Ms. Jones mentioned that this resolution was moved up from the projected November meeting in the event that the meeting would need to be changed.

The motion was made by Vice-Chairperson Hoban and seconded by Commissioner Delano.

The motion was approved by unanimous vote.

QPA, Ron Miller, also mentioned that due to time constraints, Requests for Proposals had gone out for Trash Removal Service. Once received, a decision would be made. No resolution is required because the dollar amount is below the Board approval necessary amount.

There was no one from the Public in attendance.

Mrs. Jones asked if there were any comments from the Board Members.
There were none.

Chairperson Giovinazzi asked for a motion to close the meeting.

A motion was made by Vice-Chairperson Hoban, and seconded by Commissioner Cooper.

The motion was approved by unanimous vote.

The next meeting is scheduled for Thursday, November 16, 2017 at 5:30 pm.

At 5:45pm the meeting was adjourned.

Respectfully submitted,



Jacqueline S. Jones
Executive Director