

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

Regular Meeting

September 27, 2018 at 5:30pm

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairperson Giovinazzi on Thursday, September 27th, 2018, at 5:30 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, Ronald Miller, QPA; and 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 17th, 2018.

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.

Chairperson Giovinazzi then called for a motion to approve the Financial Report.

Commissioner Hoban made a motion and it was seconded by Commissioner Delano. All were in favor.

Chairperson Giovinazzi called upon Mrs. Jones to present her Executive Report.

Financial Statement at August 31, 2018

The financial statement for the month ending August 31, 2018 is attached for review. We are budgeted at \$2,917 profit through the month, and the actual profit is \$19,821. The Capital Reserve Account is fully funded at \$83,672.

Smoke-Free Public Housing Policy

There have not been many problems with the Smoke-Free Policy. A few tenants have been issued reminder notices.

Maintenance Projects.

Ms. Jones had Ron Miller gave an update regarding the maintenance projects:

1. Building Site Lighting – conversion to LED site lighting on all buildings has been completed.
2. Park Benches – as requested by residents, 3 park benches have been installed along the perimeter sidewalk of the property.
3. Sanitary Sewer Clean-out – quotes have been received; the work needs to be scheduled – pending.
4. Site Pole Lights to LED – quotes are being obtained to convert the site pole lights to LED.
5. House number lights will need to be done by an electrician as the wiring is different. Outside entry lights are currently being changed over to LED

Buena HA and HUD Recapture of Funds from 2012

Update: Copies of the updated emails from the attorneys representing the housing authorities were presented. The Government did respond and this is still being tweaked. We are now waiting for the judge to make her decision.

Work Order Activity by Category from 4/1/2018 through August 31/2018

Ms. Jones reported on the Work Order Completed Activity for the BHA as of April 2018 to August 31, 2018, showing the different Categories and Total counts for each category. The total number from year-to-date April 2018 to August 31, 2018 is now 409. Tenant generated work orders for the same time frame is 118.

Buena HA – Characteristics of All Household Members

Ms. Jones also gave an updated 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.).

Ms. Jones also stated that she has continued trying to reach out to Mayor Zappariello to discuss the need for board members.

The following Resolutions were then presented and passed as follows:

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

Resolution 2018-18 Approval of Monthly Expenses May 18, 2018 to June 30, 2018

Resolution 2018-19 Approval of Monthly Expenses July 1, 2018 to July 31, 2018

Resolution 2018-20 Approval of Monthly Expenses August 1, 2018 to August 31, 2018

Resolution 2018-21 Approval of Monthly Expenses September 1, 2018 to September 27, 2018.

A motion was made by Commissioner Cooper and seconded by Commissioner Hoban to approve the resolutions. The motion was approved by unanimous vote.

Resolution 2018-22 Approving the 2018 Board Meeting Dates Changes.

A motion was made by Commissioner Hoban and seconded by Commissioner Delano. The motion was approved by unanimous vote.

Resolution 2018-23 Approval of the 2019 Monthly Board of Commissioners Meeting Dates

The motion was made by Commissioner Hoban and seconded by Commissioner Delano.
The motion was approved by unanimous vote.

Resolution 2018-24 Resolution Amending the Personnel Policy & Employee Manual to Include Updated Policies

The motion was made by Commissioner Hoban and seconded by Commissioner Delano.
The motion was approved by unanimous vote.

There was no one from the Public in attendance.

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

Chairperson Giovinazzi then called for a motion to end the meeting.

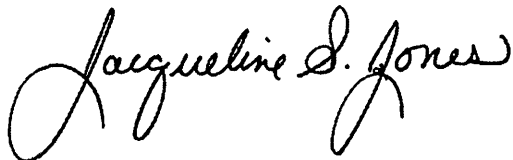
A motion was made by Commissioner Delano, and seconded by Vice Chairperson Hoban.

The motion was approved by unanimous vote.

The next meeting is scheduled for Thursday, November 15th, 2018 at 5:30 pm.

At 6:05pm the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jacqueline S. Jones". The signature is written in black ink and is positioned above the typed name and title.

Jacqueline S. Jones
Executive Director