

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

**Regular Meeting**

June 13th, 2019 at 5:40pm

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairperson Giovinazzi on Thursday, June 13th, 2019, at 5:40 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, Solicitor; Ronald Miller, Operations Manager; 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 March 14th, 2019.

Vice-Chairperson Hoban made a motion and it was seconded by Commissioner Delano. 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 Cooper made a motion and it was seconded by Vice-Chairman Hoban. All were in favor.

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

**Financial Statement at May 31, 2019**

The Financial Statement for the period ending May 31, 2019, is being presented at the Board Meeting.

**Year Ending March 31, 2020 Budget Amended**

The Year-Ending March 31, 2020 Budget has been amended at the recommendation of the Division of Local Government Services to include the Capital Project projections per the Physical Needs Assessment to include the capital improvements planned for the next 5 years. More detail was needed. A resolution is included in the packet for this amendment.

## **Maintenance Projects**

Mrs. Jones and Ron Miller gave an update regarding the maintenance projects:

- The replacement of the kitchen floors and countertops is in process. To date, 16 apartments have been completed with new kitchen floors and countertops. Should have 22 completed soon and we will be 1/3 of the way through. We will break for the summer and restart in September.
- The flooring contractor is installing the new floors and the Vineland Housing Authority staff is assisting with the countertop installations. It usually takes a couple of hours over 3 days.
- The cost to replace a kitchen floor and countertop in one unit is approximately \$1,200. The estimate to replace all kitchen floors and countertops is \$72,000.

## **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 last update from May 30, 2019 was included. There is still going back and forth between the attorneys.**

## **Work Order Activity by Category from 04/01/2019 through 05/31/2019**

Ms. Jones reported on the Work Order Completed Activity for the BHA as of April 1, 2019 to May 31, 2019 showing the different Categories and Total counts for each category. The total number from year-to-date April 1, 2019 to May 31, 2019 is 147. Tenant generated work orders for the same time frame is 37.

## **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.). There are 155 Applicants (8 Buena Residents; 20 BVT Residents; 127 Others. Only 2 Unit Turnovers since April 1, 2019).

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

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

### **Resolution 2019-14 Approval of Monthly Expenses March 15 2019 to March 31, 2019**

### **Resolution 2019-15 Approval of Monthly Expenses April 1, 2019 to April 30, 2019**

### **Resolution 2019-16 Approval of Monthly Expenses May 1, 2019 to May 31, 2019**

### **Resolution 2019-17 Approval of Monthly Expenses June 1, 2019 to June 13, 2019**

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

**Resolution 2019-18 Approval To Amend BHA State Budget FYE 3/31/2020**

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

**Resolution 2019-19 Adoption of BHA State Budget 4/1/2019 to 3/31/2020**

**This resolution was voided and Budget was ADOPTED as Amended.**

A 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, and brought up the following.

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

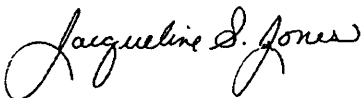
Chairperson Giovinazzi then called for a motion to end the meeting.

A motion was made by Vice Chairperson Cooper, and seconded by Commissioner Hoban. The motion was approved by unanimous vote.

The next meeting is scheduled for Thursday, September 19th, 2019 at 5:00 pm.

At 6:30pm the meeting was adjourned.

Respectfully submitted,



Jacqueline S. Jones  
Executive Director