

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

Regular Meeting
January 16, 2020 at 5:00pm

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairperson Giovinazzi on Thursday, January 16, 2020, at 5:00pm 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; Steve Barse, 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 November 21st, 2019.

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 Cooper. All were in favor.

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

Buena HA and HUD Recapture of Funds from 2012

Update: Larger Housing Authorities have won. We are now waiting for the judge to make her decision which appears favorable, but the government is appealing. Now our attorney is appealing, which we had to pay an additional \$100. Invested so far is \$1,100.

Budget

Ms. Jones discussed the Anticipated Budget for the Year Ending March 31, 2021. She noted the increase in rents due to the RAD Funding. Ms. Jones also mentioned the 5% salary increase for the Housing Authority Employees and went over the entire Budget.

Request for Proposals (RFPs)

The responses for RFPs for Accounting, Auditing and Legal have been received. Resolutions will be presented for board consideration for the professional contracts for the upcoming fiscal year beginning April 1, 2020.

Maintenance Projects.

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

There have been 5 turnovers so far since the last meeting.

The replacement of the kitchen floors has been resumed and are being done whenever vacancies happen. This is due to absences of employees, etc.

The Contract between VHA and BHA gives a 60 Day leeway to get them re-rented.

Election of Officers

The Election of Officers for the year April 1, 2020 to March 31, 2021, is on the Agenda for the Board Meeting, with the effective date of the Officers to begin April 1, 2020.

There were no questions for Ms. Jones.

After Mrs. Jones finished her report, the Election of Officers for Year April 1, 2020 to March 31, 2021 was held by Attorney Steve Barse.

Attorney Barse asked for nominations for Buena Housing Authority Chairperson. Vice-Chairperson Hoban nominated Chairperson Carla Giovinazzi. There were no other nominations for Chairperson. Seconded by Commissioner Delano. All were in favor.

Attorney Barse then asked for nominations for Buena Housing Authority Vice Chairperson. Commissioner Delano nominated Lynn Hoban. There were no other nominations for Vice-Chairperson. Seconded by Commissioner Cooper. All were in favor.

The Secretary/Treasurer is Jacqueline Jones by statute.

The following Resolutions were then presented and passed as follows:

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

Resolution 2020-01 Approval of Monthly Expenses November 22, 2019 to December 31, 2019

Resolution 2020-02 Approval of Monthly Expenses January 1, 2020 to January 16, 2020

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

Resolution 2020-03 Approval Designation Official Newspaper for Business Related Matters

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

Resolution 2020-04 Approval Designation Official Newspaper for Publication of Advertisements for Contracting Purposes or Other Items

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

Resolution 2020-05 Approval of Legal Services 4/1/2020 – 3/31/2021

Awarded to Robert DeSanto – Gruccio, Pepper, DeSanto & Ruth, PA

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

Resolution 2020-06 Approval of Fee Accountant 4/1/2020 – 3/31/2021

Awarded to Linda M. Avena, CPA, PA

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

Resolution 2020-07 Approval of Auditor FYE 2020

Awarded to Bowman & Company, LLP.

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

Resolution 2020-08 Approval Authorizing Contracts w/Approved State & National Contract Vendors

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

The following two resolutions concerning the Operating and State Budget were bundled and voted on together.

Resolution 2020-09 Approval of Operating Budget 2020-2021 for NJ 201-002

Resolution 2020-10 Approval of BHA State Budget FY 4/1/2020 – 3/31/2021

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.

Mrs. Jones mentioned that we are still in need of Commissioners, and Chairperson Giovinazzi said that she knew someone that had expressed interest. Ms. Jones asked for her to obtain the information and give it to Christine Trout so that she could contact the Borough to have the person put on their agenda for nomination, etc.

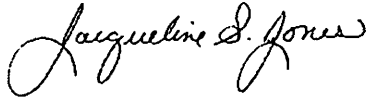
Chairperson Giovinazzi then called for a motion to end the meeting.

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, April 16th, 2020 at 5:00 pm.

At 5:30pm the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jacqueline S. Jones".

Jacqueline S. Jones
Executive Director