

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

Regular Meeting Minutes

September 24, 2020 at 5:00 PM Via Tele-Conference

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairperson Giovinazzi on Thursday, September 24, 2020, at 5:03 pm via tele-conference hosted by Jacqueline Jones, Executive Director, from the Management Offices of the BHA, located at 191 W. Chestnut Avenue, Vineland, NJ 08360. 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 April 29, 2020.

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 Delano 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.

Financial Statement at August 31, 2020

The Financial Statement for the period ending August 31, 2020 is included in the Board Packet. The Authority is ahead of budget after seven months and there are no financial concerns.

The Replacement Reserve account maintains a \$173,812 balance.

Budget for the Year-Ending 3/31/2022

The Budget for the year beginning April 1, 2021 and ending March 31, 2022, will be presented to the Board at the November 2020 meeting for review and approval.

COVID-19 Pandemic – Operating Status

The COVID-19 Operating Status as reported last meeting, remains in effect.

We are in the process of a new lease-up procedure that will provide safe social procedures for both staff and applicants. Safety for all is the primary concern.

Maintenance Projects.

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

Maintenance Projects – Update from Ron Miller, Assistant Asset Manager-Operations

“On Friday, August 7th heavy storms came through affecting our property in Buena. At the request of Gus Fiero and Christine Trout I responded and found heavy flooding along Central Avenue, two trees down on our property and an area wide power outage.

A large tree (42” inches in diameter) fell between “E” and “F” buildings – the tree struck “E” building and blocked egress for two units. I had a tree company remove the tree from the building and sidewalks on Saturday, August 8th, they will be returning today (August 10th) to complete the removal of the tree.

A section of rain gutter was damaged on “E” building, replacement of this gutter section has been completed. Additionally, some flashing was replaced on “F” building.

We also had damage to “D” building – some brickwork fell, this is very similar to damage we had at “A” & “B” building several years ago. Temporary repairs were made to keep rainwater out of the building. I’m in the process of receiving estimates to make the needed repairs to the brickwork.

Additionally, we have a rainwater runoff issue at the “K” building, a ticket has been entered with NJ One-Call with a commit date of September 30th. The needed materials to improve the drainage in this area have been ordered. I anticipate improvements being completed the last week in September.

Gus has been a great help during the pandemic, he continues to complete high-priority work orders, respond to emergencies and maintain the property.”

Buena HA and HUD Recapture of Funds from 2012

Background: The Buena HA was affected by the 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 the washer and dryer usage to fund the cost to join the lawsuit. The authority joined this lawsuit prior to the deadline.

The attorney representing the housing authorities in this lawsuit sends email updates from time to time. In approximately June 2019, the Claims Court entered a final judgement and awarded damages to the Housing Authorities; The Government then appealed the decision; Then the Pandemic happened; The last two updates from the Authority's' attorney are below dated April 16, 2020 and May 13, 2020, are attached following this Administrative Report.

Program Statistics Report 1/2020 - 3/2020 Aug-20 Jul-20 Jun-20 May-20 Apr-20

Occupancy					
Monthly Unit Turnaround Time (Avg) (Down, Prep & Leasup Time)	N/A	N/A	N/A	N/A	N/A
Annual Unit Turnaround Time (For Fiscal Year)	N/A	N/A	N/A	N/A	N/A
Monthly - Number of Vacancies Filled (this month)	0	0	0	0	0
Occupancy Rate	93.33%	93.33%	93.33%	93.33%	93.33%
Units Leased					
Level of leased units of previous month was:	56	56	56	56	56
Level of leased units this month is:	56	56	56	56	56
Number of increased leased-units over last month	0	0	0	0	0
Waiting List - List is closed effective December 31, 2019					
Buena Residents	8	8	8	8	8
Buena Vista Residents	28	28	28	28	28
All Others	146	146	146	146	146
Total	182	182	182	182	182
Average work order turnaround time in days - Tenant Generated	0.05	0.32	0.13	N/A	N/A
Number of routine work orders written this month	13	12	45	3	4
Number of outstanding work orders from previous month	15	6	7	5	3
Total number of work orders to be addressed this month	28	18	52	8	7
Total number of work orders completed this month	12	10	40	1	2
Total number of work orders left outstanding	16	8	12	7	5
Number of emergency work orders written this month	0	0	0	0	0
Total number of work orders written year-to-date	427	414	402	357	354
AFTER HOUR CALLS: (plumbing, lockouts, toilets stopped-up, etc.)	0	0	0	0	0

Board of Commissioners -Training Program Status

Commissioner	Training Program Status
Mary Cooper	Completed
Robert Delano	Completed
Carla Giovinazzi	Completed
Lynn Hoban	Completed
Vacant	
Vacant	
Vacant, Governor's Appointment	

Emails from Attorney for Buena HA and HUD Recapture of Funds from 2012

From: "Carl Coan, III" <ccoan@coanlyons.com>
Date: May 13, 2020 at 6:22:02 PM EDT
To: CL Law Clerk <LawClerk@coanlyons.com>
Subject: 2012 Operating Subsidy Offset Lawsuit

Dear Plaintiffs:

The Government filed its brief on April 29 and the Joint Appendix last week. This concludes the briefing of the appeal.

The Court will now schedule an oral argument, unless the Court decides to make its decision based on the briefs filed by me and the Government. It is unusual for the Court not to have an oral argument for an appeal.

Oral arguments are usually scheduled three or four months after the briefing is completed. Normally, arguments are heard by a three-judge panel at the courthouse. However, all oral arguments in federal courts are currently being heard over the phone or through Zoom or some other video teleconferencing platform. I will let you know when the argument is scheduled.

I hope everyone is staying safe. Please let me or Joseph know if you should have any questions.

Carl A. S. Coan, III

Coan & Lyons

1100 Connecticut Avenue, N.W.

Suite 600

Washington, DC 20036

(202) 728-1070

From: Carl Coan, III
Sent: Thursday, April 16, 2020 12:21 PM
To: CL Law Clerk <LawClerk@coanlyons.com>
Subject:

Dear Plaintiffs:

I hope everyone is staying safe in these dire times.

If you recall, the Government filed its brief with the Court of Appeals on January 31. In response, I filed my brief last week. In the brief, I made the arguments of why the Court of Appeals should deny the Government's appeal and affirm the decision by the Claims Court awarding you more than \$130 million in damages.

Next, the Government will file its reply brief. The Government's deadline to file its reply brief, unless the Government requests an extension, is April 29.

The Government is then required to file a Joint Appendix seven days after the Government files its reply brief. Normally, the Court of Appeals would schedule an oral argument three to five months after the Joint Appendix is filed. However, as you may surmise, the pandemic is affecting the scheduling and manner in which courts throughout the country are managing their dockets.

For example, the Court of Appeals hearing our appeal is only conducting oral arguments over the phone. In addition, for certain cases, the Court is either cancelling, or declining to hold, oral arguments. In these cases, the Court is making its decision based on the briefs that are filed by the parties. I had an oral argument scheduled for May 8 cancelled the Court of Appeals hearing our appeal.

I will keep you updated. In the meantime, please let me or Joseph know if you should have any questions.

Carl A. S. Coan, III

Coan & Lyons

1100 Connecticut Avenue, N.W.

Suite 600

Washington, DC 20036

(202) 728-1070

The following Resolutions were then presented and passed as follows:

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

Resolution 2020-16 Approval of Monthly Expenses May 1, 2020 to May 31, 2020

Resolution 2020-17 Approval of Monthly Expenses June 1, 2020 to June 30, 2020

Resolution 2020-18 Approval of Monthly Expenses July 1, 2020 to July 31, 2020

Resolution 2020-19 Approval of Monthly Expenses August 1, 2020 to August 31, 2020

Resolution 2020-20 Approval of Monthly Expenses September 1, to September 24, 2020

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

There was no one from the Public in attendance.

Chairperson Giovinazzi asked if there were any comments from the commissioners.

Commissioner Delano thanked everyone for working and keeping everything running smoothly in these times.

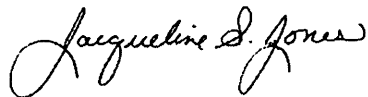
Commissioner Cooper thanked Gus in maintenance and Chris in the office for keeping on top of everything.

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

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

The next meeting is scheduled for Thursday, November 19, 2020 at 5:00 pm.

At 5:14pm the meeting was adjourned.



Jacqueline S. Jones

Executive Director