

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

Regular Meeting

February 25, 2021 at 4pm Via Tele-Conference

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairperson Giovinazzi on Thursday, February 25th, 2021 at 4:01 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, 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 December 3, 2020.

Commissioner Hoban made a motion and it was seconded by Commissioner Cooper. 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.

COVID-19 Pandemic – Operating Status

Ms. Jones stated that the COVID-19 Operating Status as previously reported remains in effect.

Vacancies

Ms. Jones reported that the Authority currently has six (6) vacancies that are to be filled.

Staff is currently processing applicants to fill these vacancies. The Waiting List will be reopened on March 1, 2021, as the current list of Buena Borough and Buena Vista Township is almost exhausted.

Financial Statement at January 31, 2021

Ms. Jones stated that the Financial Statement for the period ending January 31, 2021, is included in this packet.

The Replacement for Reserve Account maintains a \$188,884 balance at 1/31/2021.

Budget for the Year-Ending 3/31/2022

Ms. Jones stated the Budget for the Year Beginning April 1, 2021, and ending March 31, 2022, has been approved by the State.

Ms. Jones also said a Resolution is on the Agenda for the final Adoption of the Budget.

Ms. Jones also included was the Program Statistics Report from 11/2020 to 01/2021 and the Board of Commissioners Training Program Status

Election of Officers

The Election of Officers for the year April 1, 2021 to March 31, 2022, is on the Agenda for the Board Meeting, with the effective date of the Officers to begin April 1, 2021.

There were no questions for Ms. Jones.

After Mrs. Jones finished her report, the Election of Officers for Year April 1, 2021 to March 31, 2022 was held by Attorney Robert DeSanto.

Solicitor DeSanto 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.

Solicitor DeSanto then asked for nominations for Buena Housing Authority Vice Chairperson. Commissioner Giovinazzi nominated Lynn Hoban. There were no other nominations for Vice-Chairperson. Seconded by Commissioner Delano. 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 2021-01 Approval of Monthly Expenses December 4, 2020 to December 31, 2020

Resolution 2021-02 Approval of Monthly Expenses January 1, 2021 to January 31, 2021

Resolution 2021-03 Approval of Monthly Expenses February 1, 2021 to February 25, 2021

A motion was made by Commissioner Hoban and seconded by Commissioner Cooper.

The motion was approved by unanimous vote.

Resolution 2021-04 Adoption of BHA State Budget April 1, 2021 to March 31, 2022

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

Resolution 2021-05 Approval of Legal Services 4/1/2021 – 3/31/2022

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

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

Resolution 2021-06 Approval of Fee Accountant 4/1/2021 – 3/31/2022

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 2021-07 Approval of Auditor FYE 2021

Awarded to Bowman & Company, LLP.

A motion was made by Commissioner Hoban and seconded by Commissioner Cooper. 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 there were none.

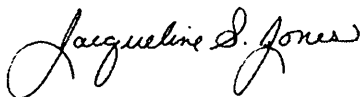
Chairperson Giovinazzi called for a motion to adjourn the meeting.

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, May 20, 2021 at 5:00 pm.

At 4:15pm the meeting was adjourned.

Respectfully submitted,



Jacqueline S. Jones
Executive Director