

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

Regular Meeting
February 22, 2024 at 3:00 pm

The Regular Meeting of the Borough of Buena Housing Authority was called to order by Chairperson Giovinazzi on Thursday, February 22, 2024, at 3:00 pm at 600 Central Avenue, Minotola, NJ 08341. 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.

Chairperson Giovinazzi read the “Sunshine Law Statement”

Roll call was taken.

The following commissioners were present:

Chairperson Giovinazzi
Vice-Chairperson Hoban
Commissioner Delano
Commissioner Bassetti

The following individuals were also present: Jacqueline Jones, Executive Director; Linda Avena, Fee Accountant; Joe Ruth for Robert DeSanto, Solicitor, Ron Miller, Director of Affordable Housing; and Christine Trout, Site Manager.

Chairperson Giovinazzi called for a motion to approve the minutes from the meeting held on November 15, 2023.

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

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

Ms. Jones reported that it has been quiet here in the Housing Authority.

Ms. Jones then reported that Gus would be retiring at the end of the month. He has been with the BHA and Boro for 25 years.

She stated that VHA will cover the work orders, etc., a meeting had been held to discuss the process. There will be random assignments – different crews: day to day; turnover, etc.

BHA will be billed/contracted monthly – hourly rate under the shared service agreement.

All workers have uniforms/ID. They are under the supervision of Ron and Adrien.

Vacancies

Ms. Jones reported that turnover has been low. The units are being turned over and applicants are being processed.

The waiting list will be reopened soon. There are six (6) Buena Borough applicants and one (1) BVT applicant.

Financial Statement at January 31, 2024

Ms. Jones stated that the Financial Statement for the period ending January 3, 2024, is included in this packet.

The Replacement for Reserve Account maintains a \$334,808 balance at 02/29/2024.

Budget for Fiscal Year Beginning 4/01/2024

Ms. Jones stated the Budget for the Year Beginning April 1, 2024, and ending March 31, 2025, is included in her report for board review.

Election of Officers

The Election of Officers for the year April 1, 2024, to March 31, 2025, is on the Agenda for the Board Meeting, with the effective date of the Officers to begin April 1, 2024.

Ms. Jones stated there is a resolution concerning the Bank Electronic Transfer Policy. This is to make sure there are measures in place to provide security in the event of a problem.

Ms. Jones then called upon Ron Miller to give a report on projects going on in the BHA complex.

Ron gave a report on the concrete project. He said that the outer sidewalks were redone in November and December. There would be a few more small projects in the next couple of years.

The units to be redone, still are at 14, and those are being done at turnover.
There were no questions for Ms. Jones.

Election of Officers

After Mrs. Jones finished her report, the Election of Officers for the year April 1, 2024 to March 31, 2025 was held by Attorney Joe Ruth.

Attorney Ruth asked for nominations for Buena Housing Authority Chairperson.
Commissioner Hoban nominated Chairperson Carla Giovinazzi. There were no other nominations for Chairperson. Seconded by Commissioner Bassetti. All were in favor.

Solicitor Ruth 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 Bassetti. All were in favor.

The Secretary/Treasurer is Jacqueline Jones by statute.

The following Resolutions were then presented and passed as follows:

Resolution 2024-01 Resolution of Appreciation for the Service of Augusto R Fierro

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

The motion was approved by unanimous vote.

Resolution 2024-02 Approval of Monthly Expenses 11/16/2023 to 02/22/2024

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

Resolution 2024-03 Approval of Electronic Transfer Policy

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

Resolution 2024-04 Adoption of BHA Budget 4/1/23 to 3/31/2024

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

Resolution 2024-05 Approval of Legal Services 4/1/24 to 3/31/2025

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

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

Resolution 2024-06 Approval of Fee Accountant 4/1/2024 – 3/31/2025

Awarded to Linda M. Avena, CPA, PA

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

Resolution 2024-07 Approval of Auditor FYE 2024

Awarded to Bowman & Company, LLP.

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

Resolution 2024-08 Approval of Designation Official Newspaper/Business Related Matters/Advertisements for Contracting Purposes/Various Other Items

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

Resolution 2024-09 Approval Authorizing Contracts w/Approved State & National Contract Vendors

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

Resolution 2024-10 Adopting Approval of BHA State Budget 4/1/2024 to 3/31/2025

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

Resolution 2024-11 Adoption/Approval Risk Management Consultant

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

The next meeting is scheduled for Thursday, March 16, 2023, 3pm.

(Since this meeting had been postponed it was decided that the next meeting will be
rescheduled before the summer after the budget is approved by the State.)

At 3:40 pm the meeting was adjourned.

Respectfully submitted,



Jacqueline S. Jones
Executive Director