

MINUTES OF A REGULAR MEETING  
OF THE HOUSING AUTHORITY  
OF THE CITY OF MILLVILLE  
November 22, 2011

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, November 22, 2011 at Maurice View Plaza Community Room, 1 E. Vine Street, Millville, New Jersey. The meeting convened at 5:00 p.m.

Chairman Tomlin announced the Sunshine Law requirement had been met, properly posted and advertised.

The meeting was called to order by Chairman Brian Tomlin, who announced the meeting was being conducted under the Open Public Meetings Act.

Board Secretary, Paul Dice, proceeded to call the roll at this time. Present were: Commissioner James Parent, Chairman Brian Tomlin, Commissioner Dianne McCarthy, Commissioner Paula Ring and Commissioner Larry Miller. Also present were MHA Solicitor Arnold Robinson, MHA staff, residents and members of the press.

Chairman Tomlin asked for a motion of approval for the October 25, 2011 minutes. Commissioner Ring made the motion and Commissioner Parent seconded. All others present were in favor.

**EXECUTIVE DIRECTOR'S REPORT**

Combined, the MHA lines of business posted a positive net income of \$141,398 for October 2011. We continue to operate the MHA without having to deplete reserves.

The Holly City Family Center posted a positive net income of \$31,289 for October 2011. We continue to operate HCFC's operations without having to deplete reserves. Secretary Dice noted we did break ground for the new Aerobics facility and we're looking at a March 3, 2012 completion date. There has been a temporary delay in construction because the city inspector would not issue a permit until they see the fire suppression system. Janet Reeves announced the "Turkey Burner" is set for the day after Thanksgiving and a "Swim with Santa" is coming soon. There will be a fundraising dinner on March 3, 2012. We will be having a grand reopening when the new aerobics room opens for our 10 year celebration. Janet also advised the HCFC will be freezing the rates for existing members at that time for one year. There will be a slight raise in the rates for new members. For example: A family membership will go from \$54.25 to \$56.00 per month.

**HUD Funding**

Secretary Dice advised he and Ivy attended the NAHRO conference last week in Atlantic City. The latest news out of Washington is not favorable. All indications lead us to the following expectations for 2012:

Public Housing Operating Fund – Reduction of 5%  
Public Housing Capital Fund – Reduction of 8%  
Section 8 – Housing Assistance Payments – No change  
Section 8 – Administrative Payments – Reduction of 3%

Secretary Dice advised our commercial rents will help us during this time, but it won't be easy in 2012. He also told those present that it is important we preserve the housing stock we own. We will be working with Metro to find out what funding is out there and what we can afford. Metro will be coming to the meeting in December to talk about money with debt service and money without debt service. RVE and RVW are the first buildings we need to address. There is not enough revenue at RVE and RVW to incur debt.

**AMP Occupancy**

HBC – 96%; FER -98%; RVE -100%; RVW -97%; MVP -90%; JCP -97%; SCT-80% and CVC -98%.

**RFP'S**

Ivy reported we have recently published two RFP's –one for Pest Control and one for Trash Hauling Services. Both bids are due by December 14<sup>th</sup>.

**Budget Variances**

Ivy Evans asked everyone to review the chart in the ED's report regarding budget variances. The numbers were under estimated in October and are somewhat skewed. She further advised we are seeing senior rents going down right now. At Holly Berry Court we've seen rent increase as we get new working families. All expenses are elevated due to accruals.

**LEASE ENFORCMENT**

Secretary Dice reported we are very busy with court dates. A meeting will take place on Monday, Nov. 28<sup>th</sup> with the prosecutor. We are hoping to impart the message that tenant un-reportable income is really theft by deception or fraud. It is stealing tax payers' money. Solid investigations by John and Elba have enabled us to make this happen. We will also be going after tenants who are habitually late with rent payments.

The monthly payables were presented for approval at this time:

Resolution #53-2011

Approving the Payment of Bills

Roll Call Vote:

Motion: Commissioner Ring

Second: Commissioner Parent

Abstain: Commissioner Miller abstained on ck #8318

Roll Call: Unanimous

Resolution# 54-2011

Authorizing the Re-Appointment of W. James Parent to the MHA Board of Commissioners

Roll Call Vote:

Motion: Commissioner Miller

Second: Commissioner Ring

Roll Call: Unanimous

Resolution# 55-2011

Approving the MHA Capitalization Policy

Roll Call Vote:

Motion: Commissioner McCarthy

Second: Commissioner Ring

Roll Call: Unanimous

Chairman Tomlin asked if there was any old or new business. There was no old or new business. There was no public comment.

Chairman Tomlin asked for a motion to adjourn the MHA public meeting at 5:59 p.m. Commissioner Miller made a motion to adjourn the MHA public meeting. Commissioner Parent seconded. Roll Call: Unanimous.

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Paul F. Dice  
Secretary/Treasurer

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Date