

MINUTES OF A REGULAR MEETING  
OF THE HOUSING AUTHORITY  
OF THE CITY OF MILLVILLE  
December 21, 2011

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Wednesday, December 21, 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.

**METRO PRESENTATION**

Secretary Dice introduced Rhoda Miller from Metro. Metro was awarded the contract to help us find funding to preserve our housing stock. Metro has done a tremendous amount of work assessing our needs. Metro has been exploring various funding sources. We have ruled out tearing down any of our MHA buildings. Ms. Miller explained the Low Income Housing Tax Credit Program that they would like to apply for this spring. We will be concentrating on projects at RVE and RVW at the beginning. HUD approval will be necessary because the tax credit program will change the ownership structure from HUD owned to private investors. Ms. Miller gave each Board member a detailed report for their private review.

Chairman Tomlin asked for a motion of approval for the November 22, 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 \$33,511 for November 2011. We continue to operate the MHA without having to deplete reserves.

The Holly City Family Center posted a negative net income of \$2,815 for November 2011. On a cumulative fiscal year- to-date basis, the HCFC posted a positive \$19,503. We continue to operate HCFC's operations without having to deplete reserves. However, we anticipate drawing on 35% of reserves soon to cover the building addition construction costs that we elected not to finance.

The monthly payables were presented for approval at this time:

Resolution #56-2011

Approving the Payment of Bills

Roll Call Vote:

Motion: Commissioner Ring (when properly certified)

Second: Commissioner McCarthy

Abstain: Commissioner Miller abstained on ck #8384 & 8390

Roll Call: Unanimous

Resolution# 57-2011

Approving a Contract for Pest Control Services at all MHA Sites

Roll Call Vote:

Motion: Commissioner Miller

Second: Commissioner Parent

Roll Call: Unanimous

Resolution# 58-2011

Approving a Contract for Trash Hauling Services

Roll Call Vote:

Motion: Commissioner Parent

Second: Commissioner Miller

Roll Call: Unanimous

The contract awardees from Corbett Pest Control and Waste Management were introduced to those present and welcomed to the MHA.

Resolution #59-2011

Approving an Inter-local Services Agreement with the Wildwood Housing Authority for Executive Director Services.

Secretary Dice advised the MHA is currently generating close to \$300,000 per year from our rentals, the HCFC and church rental. Currently, we are in discussions to rent the MVP community room for a computer training center. Recently, it was brought to our attention that the Wildwood Housing Authority Executive Director is retiring and the WHA has proposed we enter into an inter-local services agreement for Executive Director Services. If we accept this agreement, they have agreed to a contracted rate of \$75,000 per year, not to exceed \$6,562.00 per month. Secretary Dice advised we are waiting for the Joint Insurance Fund (JIF) to confirm there is no prejudice of coverage. Once they approve, a contract will be drawn up. Ivy Evans and Secretary Dice will be alternating their work days between MHA and WHA.

Roll Call Vote:

Motion: Commissioner Parent

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 5:50 p.m. in order to go into the Holly City Development Corporation meeting.

Commissioner Miller made the motion. Commissioner Parent seconded. Roll Call: Unanimous.

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Paul F. Dice  
Secretary/Treasurer

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Date