

MINUTES OF A REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF MILLVILLE
February 28, 2012

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, February 28, 2012 at Maurice View Plaza Community Room, 1 E. Vine Street, Millville, New Jersey. The meeting convened at 5:05 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 Paula Ring and Commissioner Larry Miller. Commissioner Dianne McCarthy was absent. 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 January 24, 2012 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 \$31,745 for January 2012. On a cumulative fiscal year-to-date basis (10/1/11 to 01/31/2012) the MHA posted a positive net income of \$200,265. We continue to operate the MHA without having to deplete reserves.

The Holly City Family Center posted a negative net income of \$6,044 for January 2012. On a cumulative fiscal year- to-date basis, the HCFC posted a positive \$30,904. We continue to operate HCFC's operations without having to deplete reserves.

AMP Occupancy and Budget Variances

Ivy Evans reported the current AMP occupancy rates are 98% or above all across the board.

Ms. Evans also reported on the budget variances for all the properties in the month of January. Combined and year-to-date, the MHA lines of business have posted 4.98% more income than projected. Expenses have exceeded projections by .39%. Overall, net income is 41.7% higher than projected.

Lease Enforcement

Detective Mazzeo advised there are currently four active cases, with one case going to trial on Monday, March 5th. Solicitor Robinson stated how happy he is that everyone in the court system is working together

RIVERVIEW WEST Elevator Repair

Ivy Evans reported there is one elevator at RVW that is still down. There are lines waiting at the one working elevator. We must address this issue. She advised we did not receive any bids for the electrical and mechanical part of the elevator repair RFP. It has been decided to separate the electrical and mechanical part out of the RFP. This will put it under the threshold and we will be able to go out and get bids. According to the RFP received from the lowest bidder, ThyssenKrup, it will take 280 days to repair both elevators. Chairman Tomlin asked why it will take this long to repair the elevators. Ms. Evans advised these elevators will undergo extensive renovation. ThyssenKrup came in with a bid of \$248,779 to modernize the elevators.

Holly City Family Center Building Addition

The new Aerobics Building is nearing completion. Secretary Dice asked the Board to approve up to an additional \$4,000 to build a storage closet in the new building.

Building Renovation Financing

Metro Company recently advised they want \$225,000 to prepare applications for the next round of 9% tax credits. Secretary Dice advised we will be looking elsewhere for help with this process.

TABLETS

Secretary Dice is going to purchase android tablets for the Board members. The current Netbooks are not that good and the tablets can be purchased for a little less than \$200.00 each.

FIRE at Maurice View Plaza

Ivy Evans reported there was a grease fire on Friday, February 24, 2012 at Maurice View Plaza, apt. 2F. There was damage to the apartment, water damage to the apartment underneath and water in the HCFC basement weight room. Ivy was impressed with everyone's quick response to this alarm and how well the system in place worked. Insurance will be covering the damage. Service Master has already been in and cleaned the areas.

PHAS Scores

Secretary Dice advised the MHA was one point away from being considered a “high performer”. We received a score of 89. 90 points and above is “high performer”. Secretary Dice is working with the Auditor on the final financials and hopes we can find that one point.

News from HCFC

Janet Reeves announced the HCFC annual fundraiser will be held on March 3, 2012. The event will have a Mardi gras theme and will be held at the Elks Lodge from 7pm – 11pm. Additionally, she reported the family of Richard Conner will be donating \$2500.00 to the HCFC.

The monthly payables were presented for approval at this time:

Resolution #05-2012 Approving the Payment of Bills
Roll Call Vote:
Motion: Commissioner Ring (when properly certified)
Second: Commissioner Parent
Commissioner Miller abstained on check #8587
Roll Call: Unanimous

Resolution# 06-2012 Approving 2012 Capital Fund Program
Roll Call Vote:
Motion: Commissioner Parent
Second: Commissioner Miller
Roll Call: Unanimous

Resolution# 07-2012 Approving a Contract for Elevator Renovations at Riverview West
Roll Call Vote:
Motion: Commissioner Miller
Second: Commissioner Parent
Roll Call: Unanimous

Chairman Tomlin asked if there was any old or new business.

Chairman Tomlin asked if there was any public comment. There was not.

Chairman Tomlin asked for a motion to adjourn the MHA public meeting at 5:40 p.m. in order to go into the HCDC Meeting. Commissioner Ring made the motion. Commissioner Parent seconded. Roll Call: Unanimous.

Paul F. Dice
Secretary/Treasurer

Date