

MINUTES OF A REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF MILLVILLE
February 26, 2013

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, February 26, 2013 at Cedarview Court Community Room, 2045 Wheaton Avenue, 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 Kim Ayres, Commissioner Larry Miller, and Commissioner Paula Ring. 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 22, 2013 minutes. Commissioner Ring made the motion and Commissioner Miller seconded. All others present were in favor.

EXECUTIVE DIRECTOR'S REPORT

Combined, the MHA lines of business posted a negative net income of \$-38,387.63 for January 2013. The Central Office lost \$52,347.75 for the month. January was a three pay month and we had two employee payouts totaling \$32,264.14. These payments were one-time non-recurring payments. We continue to have a positive net income for the year. On a cumulative fiscal year-to-date basis (10/1/12 to 01/31/13) the MHA posted a positive net income of \$239,105.76. We continue to operate the MHA without having to deplete reserves.

The Holly City Family Center posted a positive net income of \$1231.41 for December 2012. On a cumulative fiscal year-to-date basis, the HCFC posted a positive \$11,692.07. We continue to operate HCFC's operations without having to deplete reserves.

Secretary Dice advised HUD is continuing on its quest to cut our funds. If the sequester goes through on March 1, 2013, many Housing Authority's will not make it. There will be major cuts across the board if the government does not settle on a budget.

AMP Occupancy and Budget Variances

Betsy Frank advised that currently RVW has three vacancies; JCP has one vacancy; RVE and Ferguson are full; CVC has one vacancy; HBC has 4 vacancies; MVP has one vacancy and Scattered Sites has one vacancy.

New Corporate Offices

Jose Sanchez and Carl Reeves have begun work on new corporate offices to be located at Maurice View Plaza. The Accounting Department, Allison, Paul and Ivy will be moving to MVP when they are finished. Holly Berry Court Office will continue to be fully staffed during the week. Lease Enforcement will still be located at HBC. The new sign on our building will say "MHA Corporate Offices".

High Rise First Floor and Lobby's

All three of the MHA high-rise buildings will be having their first floor, lobbies and common spaces redesigned. We must also take a look at the roof at RVW and RVE and determine if and when this could be done with our current funds.

WILDWOOD

Secretary Dice advised Complete Care broke ground last Friday in the former main office of Wildwood Housing Authority. Complete Care hopes to be up and running in May 2013. Mitch Moore is now providing payroll functions in both Wildwood and Salem. His accounting department is also doing accounts payable for Salem. Mitch is coordinating having our YARDI system put into both Wildwood and Salem Housing Authorities. Secretary Dice advised that in Salem we are looking to achieve economies of scale and by utilizing our back office we hope to achieve this. We have also determined the need for a regional bank in order to look at all our accounts at once.

Holly City Family Center

Janet Reeves advised the HCFC is hoping to do some new advertising due to the fact that Planet Fitness is coming to Millville. Secretary Dice advised we must be able to compete with this new business. He truly believes our business model will be able to compete. Planet Fitness will never cater to the community the way we do. Janet also advised the HCFC is currently switching to a new computer system. The day care summer program is currently being lined up for 2013. The HCFC pool is doing quite well.

The monthly payables were presented for approval at this time:

Roll Call Vote:

Motion: Commissioner Ring
Second: Commissioner Miller
Commissioner Miller Abstained on ck #9747
Roll Call: Unanimous

Resolution# 07-2012 Appointing a Fund Commissioner for the NJ JIF 2013

Roll Call Vote:

Motion: Commissioner Parent
Second: Commissioner Miller
Roll Call: Unanimous

Chairman Tomlin asked if there was any old or new business. There was not.

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 5:20 p.m. in order to go into the HCDC Meeting. Commissioner Miller made the motion. Commissioner Parent seconded. Roll Call: Unanimous.

Paul F. Dice
Secretary/Treasurer

Date