

MINUTES OF A REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF MILLVILLE
January 28, 2014

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, January 28, 2014 at Cedarview Court Community Room, 2045 Wheaton Avenue, Millville, New Jersey. The meeting convened at 5:02 p.m.

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

The meeting was called to order by Chairman 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: Chairman Brian Tomlin, Commissioner Larry Miller, Commissioner James Parent and Commissioner Kim Ayres. Commissioner Paula Ring 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 November 26, 2013 minutes. Commissioner Miller made the motion and Commissioner Parent seconded. All others present were in favor.

Commissioner Paula Ring joined the meeting at 5:05 p.m.

Commissioner Tomlin advised that since Commissioner Ayres had to leave the meeting in 30 minutes, the board would immediately vote on current resolutions.

Resolution # 01 -2014 Approving Brian Tomlin as the Governor Appointment to the Board

Roll Call Vote:

Motion: Commissioner Miller

Second: Commissioner Ayres

Roll Call: Unanimous

Resolution #02-2014 Approving the Appointment of Dale Finch to the MHA Board

Roll Call Vote:

Motion: Commissioner Ayres

Second: Commissioner Parent

Roll Call: Unanimous

Resolution #03-2014

Authorizing the Payment of Bills

Roll Call Vote:

Motion: Commissioner Parent

Second: Commissioner Ayres

Commissioner Miller abstained on check #10825

Roll Call: Unanimous

Resolution #04-2014

Appointing a Fund Commissioner for the NJ JIF

Roll Call Vote:

Motion: Commissioner Ayres

Second: Commissioner Miller

Roll Call: Unanimous

Resolution #05 -2014

Approving a Contract for Trash Hauling Services

Roll Call Vote:

Motion: Commissioner Miller

Second: Commissioner Ayres

Roll Call: Unanimous

Resolution #06-2014

Approving a Contract for Pest Control Services

Roll Call Vote:

Motion: Commissioner Parent

Second: Commissioner Miller

Roll Call: Unanimous

Resolution #07-2014

Approving a Professional Risk Management Consulting Service

Roll Call Vote:

Motion: Commissioner Miller

Second: Commissioner Parent

Roll Call: Unanimous

Resolution #08-2014

Resolution Millville Housing Authority Board of Commissioners
Agrees to Defend and Indemnify Employees

Roll Call Vote:

Motion: Commissioner Ayres

Second: Commissioner Ring

Roll Call: Unanimous

Secretary Dice advised the MHA Board of Commissioners is in need of a Chairman and Vice-Chairman for the year 2014. After a discussion amongst the members present, a motion was made by Commissioner Parent to nominate Brian Tomlin as the Chairman of the MHA Board for 2014 and Paula Ring as the Vice-Chairman. Commissioner Ayres seconded the motion. All present were in favor.

Chairman Tomlin asked for a motion to adjourn the MHA meeting to go into the HCDC meeting to approve resolutions at 5:10 p.m. Commissioner Ayres made the motion and Commissioner Ring seconded. All present were in favor.

At 5:15 p.m. the MHA meeting was back in session. Chairman Tomlin asked Secretary Dice to give the Executive Directors report.

EXECUTIVE DIRECTOR'S REPORT

Combined, the MHA lines of business posted a positive net income of \$22,307 for the month of December 2013. On a cumulative fiscal year-to-date basis the MHA posted a positive net income of \$58,006. We continue to operate the MHA without having to deplete reserves.

The Holly City Family Center posted a positive net income of \$2,054 for December 2013. On a cumulative fiscal year- to-date basis, the HCFC's negative net income is \$1,731.

OCCUPANCY

Elizabeth Loyle advised all the MHA occupancy is holding very strong. Properties are 98 -100% occupied.

FEDERAL SEQUESTER

Secretary Dice advised the sequester has ended. Our CY 2013 Operating Funds were cut during the sequester to a cumulative low of 82%. He said that based on industry publication, the MHA is expecting an increase in CY 2014 to approximately 87%. He is happy that things are moving in the right direction. He further advised the Admin Fund for Section 8 went up slightly to about 72-73%.

HBC RAD PROJECT

Secretary Dice advised that since losing the 9% tax credit competition, we re-structured the approach using a 4% tax credit funding mechanism. Since that would bring in less funding, we applied for a \$900,000 Federal Home Loan Bank grant. We just lost that competitive round as well. Secretary Dice believes the FHLB erred in their determination and plans to appeal to them. He advised if that fails, he believes Sandy Recovery funds as our only option for filling the funding gap.

PHAS/MAS SCORES

Mitch Moore advised that per unit month reports have now been added to the Commissioners reports. PHAS/MAS scores will now be reported to the board on a monthly basis beginning in February 2014. He further advised the MHA is in the midst of the year end audit.

NRTC

Heather Santoro advised she will be travelling to Trenton on Friday to attend a meeting with the State of NJ regarding the NRTC funding. She advised our project was fully funded by a corporate sponsor who designated the HCDC. Heather and Secretary Dice met with new City Commissioners Ennis and Compari who seemed to support the project and have indicated they want to work with us. Betsy Loyle and Jessie Gonzales were also in this meeting to educate the new city commissioners on our Section 8 program.

HOLLY CITY FAMILY CENTER

Janet Reeves advised there is a new program being offered through Blue Cross/Blue Shield called "Horizon Be Fit". If you have this insurance, the company will pay an individual \$20.00 per month if you use a fitness facility 12 times during a month. They are rolling this program out beginning on March 1, 2014. Mrs. Reeves is excited because she believes all the Cumberland County employees have this insurance and will be eligible to participate. She is also trying to get the "Silver Sneakers" program. Many seniors who had to change their insurance because of the Affordable Health Care Act are no longer eligible to participate in a program at the HCFC. If she gets permission to offer the Silver Sneakers program, she hopes to get many of them back as members. She further advised the Carley Foundation and Gannett Press donate money for the school swim program. Mrs. Reeves invited everyone present to attend the next fundraising Mardi Gras on March 1, 2014. The cost is \$25.00 per person and will be held at the Elks Club. Mrs. Reeves also told those present that she is hoping to spread the word about our swimming arthritis classes, by sending information to local arthritis doctors.

LEASE ENFORCEMENT

John Mazzeo advised he is working on a new investigation for Salem. Additionally, he is investigating an altercation at RVW. He sent 5 or 6 cease notices last week and is keeping very busy.

SYSTEMS ADMINISTRATOR

Kevin Timm advised a new website for the Holly City Family Center has been rolled out. He is also getting ready to roll out a new IT help desk site.

NAHRO CONFERENCE

Commissioner Parent advised he will not be attending the NAHRO conference in Washington, DC. Commissioner Miller asked Allison Corson for a list of all Commissioners from Millville and Wildwood who are attending.

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

Chairman Tomlin asked if there was any new business. Commissioner Parent congratulated Matthew Robinson, Esq., who advises the High School Trial Team. The team from Millville won and is moving on to the states!

Chairman Tomlin asked if there was any public comment.

Mr. Mike Nuskey advised he brought his aunt, Margaret Mihok to the meeting. Margaret lives at JCP. She has had some type of an infestation in her apartment and has not been able to sleep in her bed since November 20th. Property Manager Polly Swink advised she had been diagnosed with active bed bugs and the treatments are in three segments over six week time frame. Unfortunately, in the meantime, we contracted with a different exterminator and things got pushed back a little. Additionally, active bed bugs were discovered after the completion of the three segment treatment. Mrs. Swink advised the good news is that the new company did not find active bed bugs two weeks ago and Ms. Mihok can set up her apartment in two more days – after one more treatment. Secretary Dice advised bed bugs are a world- wide problem. He promised the tenant that he will provide help getting her bed set up on Thursday.

Chairman Tomlin asked for a motion to adjourn the MHA public meeting at 5:45 p.m in order to go into Closed Executive Session. Commissioner Ring made the motion. Commissioner Miller seconded. Roll Call: Unanimous.

Resolution #09-2014

Authorizing a Closed Executive Session

Roll Call Vote:

Motion: Commissioner Ring

Second: Commissioner Miller

Roll Call: Unanimous

Paul F. Dice

Date