

MINUTES OF A REGULAR MEETING  
OF THE HOUSING AUTHORITY  
OF THE CITY OF MILLVILLE  
July 22, 2014

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, July 22, 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.

Allison Corson, Director of Administration, proceeded to call the roll at this time. Present were: Chairman Brian Tomlin, Commissioner Larry Miller, and Commissioner James Parent. Commissioner Finch joined the meeting at 5:15 p.m. Commissioner Paula Ring and Commissioner Kim Ayres were 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 June 24, 2014 minutes. Commissioner Miller made the motion and Commissioner Parent seconded. All others present were in favor.

**EXECUTIVE DIRECTOR'S REPORT**

Secretary Dice advised the MHA had a positive net income in June of \$61,216.00. Year-to-date it has \$125,358 in positive net income. He said we attribute the increase in net income largely to reduced utility costs – especially gas. The intensity of last winter and the corresponding high energy and consumption and cost made it especially difficult to cash flow.

The Holly City Family Center posted a positive net income for the month of June of \$1,877.00. Janet Reeves advised most of the income is coming from Summer Camp. They are averaging 35 kids per day. In 2013 they averaged only 25 kids per day! Cumberland County College is also coming one day per week for four weeks. The children in the program are ages 8 – 10 and 11 – 13.

Janet continues to deliver HCFC brochures to physician's offices, including the Orthopedics. She will also take brochures to the MRI Diagnostic center.

## **BUDGET**

The Commissioners approved the HUD budget in June 2014. Secretary Dice asked those present to approve the same numbers for the State of New Jersey submission.

## **COST OF LIVING ADJUSTMENT**

Secretary Dice recommended a 2% cost of living increase for the MHA staff. Mitch Moore advised the Auditors have confirmed our financial situation is good and support the 2% increase. The raise will not be retro. We are still in negotiations with the union, so this raise will not be given to union members at this time.

## **REAC INSPECTION**

Betsy Loyle advised there will be a REAC inspection sometime in the fall. Painting will take place at RVW and RVE in the common areas to spruce things up. Betsy further advised she is working with the cleaning staff to get them up to snuff.

## **NEW DVR'S**

Kevin Timm advised we recently upgraded our security camera system with 10 new DVR's. The DVR's will give us better video capabilities. New cameras will be installed at HBC to cover blind spots. Our old camera's will be going to RVE and RVW and will be located on the exterior of the building. Certain MHA employees will be able to access the cameras from either their computers or phones. The police will be able to access those cameras live and recorded for approximately 30 days. Secretary Dice advised the old Millville DVR's will be going to Salem to help them get up to speed.

## **NEIGHBORHOOD REVITALIZATION TAX CREDIT PROGRAM**

Heather Santoro spoke with Derek Leary at the City and was told some properties are in the permitting stage. There were 12 units that went to demolition hearings on July 8<sup>th</sup> and they should be able to proceed with demo's after August 9<sup>th</sup>. We have a Shared Services Agreement with the City. The City will knock down four of our buildings and we will reimburse them for the demolition of four properties in the target zone.

Currently: 3<sup>rd</sup> & Vine Street is under contract  
3<sup>rd</sup> & Oak Street –negotiated a deal where owner will tear down and give us the empty lot.

Heather also reported that we will be applying for another round of the NRTC for 2015. If we should be approved, we hope that South Jersey Gas will once again purchase the tax credits. We plan to put the bulk of the \$985,000 towards the Arts and Innovative Center with Cumberland County College. They have a gap in their funding.

Secretary Dice advised he will be bringing a contract to the next meeting with Mr. Bob Totaro (the founding member of TRIAD). Secretary Dice has asked him to assist us with finding additional property management accounts. He will take a finder's fee for the first year.

The monthly payables were presented for approval at this time.

Resolution # 25 -2014

Approving the Payment of Bills

**Roll Call Vote:**

Motion: Commissioner Parent

Second: Commissioner Miller

Commissioner Miller abstained on #11446

Roll Call: Unanimous

Resolution #26-2014

Approving the Budget Resolution for the State of New Jersey Oct. 2014 – Sept. 2015.

**Roll Call Vote:**

Motion: Commissioner Miller

Second: Commissioner Parent

Roll Call: Unanimous

Resolution #27-2014

Approving a 2% Cost of Living Increase for MHA Employees who are not Collectively Bargained

**Roll Call Vote:**

Motion: Commissioner Miller

Second: Commissioner Parent

Roll Call: Unanimous

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

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

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Paul F. Dice

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Date