

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

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, October 28, 2014 at Cedarview Court Community Room, 2045 Wheaton Avenue, Millville, New Jersey. The meeting convened at 5:00 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 James Parent and Commissioner Kim Ayres. Commissioner Dale Finch joined the meeting at 5:10 p.m. Commissioner Paula Ring and Commissioner Larry Miller 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 September 23, 2014 minutes. Commissioner Parent made the motion and Commissioner Ayres seconded. All others present were in favor.

EXECUTIVE DIRECTOR'S REPORT

Secretary Dice advised the MHA posted a positive net income for September of \$48,338. Year-to-date it has \$257,875 in positive net income. Secretary Dice pointed out that \$180,000 of this has come from our Wildwood and Salem agreements. These accounts are an integral part of what's keeping us afloat. Chairman Tomlin advised the MHA is saving Wildwood and Salem Housing Authority money, as well. Secretary Dice said we are about to enter into negotiations to renew contracts with both of these agencies. Commissioner Finch wondered if the board chairman or another member of the MHA Commission should be present for negotiations. Secretary Dice said he would welcome any board member.

OCCUPANCY

All properties are currently 98% - 99% filled.

LEASING ROOF TOP SPACE AT JAYCEE PLAZA

We awarded the bid to Verizon and have begun working with them to get their equipment set up. T-Mobile is terminating our Metro PCS lease and wants to abandon the majority of their equipment to us. We only want a portion of it. We are now in a legal battle over the interpretation of the lease.

MILLVILLE COMMUNITY CENTER

Secretary Dice advised the HCDC's Shared Services Agreement with the Millville Community Center expired last week. The HCDC submitted a renewal proposal to the MCC board, but it has not been executed. They are hesitant to do so until they are sure the Carley Foundation will continue funding them. The Carley representatives feel the initiative should be further along than it is. The MCC will continue because part of it is funded by the NRTC. However, our part in the MCC will change if the Carley funding does not come through.

NRTC – Year 1

We are still waiting to close on the building and lot at 401 N. 3rd Street. Once we do, we will demolish the building and the MHA will have to hire a firm. The purchase of the vacant lot at 425 N. 3rd Street was completed. In all, fourteen buildings will be demolished. MURC has now awarded the bid for demolition of the buildings on their property. Solicitor Robinson advised the properties should be demolished in 30 – 60 days. The CCIA will pay for the demolition and the waste will be used for roads. Eleven properties will be demolished using NRTC funds. Commissioner Ayres asked what the City's commitment to redevelop these properties was. Secretary Dice said that the HCDC will own two parcels of land that connect with a city lot. We will need to know what to do with that land. Commissioner Finch said we should negotiate with the City to take these properties.

Commissioner Parent said we must make sure the MHA and MURC have their name on a sign placed at the corner of High and Vine once the demolition starts in order to get publicity. We will have to follow city guidelines for the property once the buildings are down.

NRTC – Year 2

Secretary Dice advised Heather Santoro submitted for the second round of NRTC funding on October 6th. There is a possibility we will know if our project has been accepted by November 12th. Companies will have until December 8th to make a decision to buy the tax credits.

Legal RFP

Robinson and Robinson were the lowest responsible bidders for both General Counsel and Landlord/Tenant.

Architect RFP

JW Pederson was the lowest responsible bidder at \$135.00 per hour. We have also selected an alternate this year. Joseph Mckernan Architects and Associates will serve as the alternate architect at a rate of \$140.00 hour.

Pascale Sykes

Secretary Dice advised we have been working on developing a collaboration for a Pascale Sykes grant opportunity. This is a family foundation located primarily in North Jersey. The past couple of years they have decided to invest their money in South Jersey. This is a very strict, hands on foundation. They support partnerships and collaborations to help strengthen families. Heather and Secretary Dice have met with Cumberland County College, Gloucester County organizations and others to put together an initiative.

Heather Santoro introduced Shannon St. Clair. Shannon will be replacing Ashley Seitz as the coordinator of the MCC.

Holly City Family Center

Janet Reeves advised the HCFC recently rented the pool to the Cumberland Regional Swim Team.

The following resolutions were presented for approval at this time:

Resolution #35-2014 Approving the Payment of Bills for October 2014

Roll Call Vote:

Motion: Commissioner Parent

Second: Commissioner Finch

Roll Call: Unanimous

Resolution # 36 -2014 Approving a Contract for Tenant/Landlord Legal Services

Roll Call Vote:

Motion: Commissioner Finch

Second: Commissioner Ayres

Roll Call: Unanimous

Resolution #37-2014 Approving a Contract for General Legal Services

Roll Call Vote:

Motion: Commissioner Parent

Second: Commissioner Ayres

Roll Call: Unanimous

Resolution #38-2014 Approving a Contract for Architectural Services

Roll Call Vote:

Motion: Commissioner Parent

Second: Commissioner Ayres

Roll Call: Unanimous

Resolution #39-2014 Authorizing the Executive Director to Negotiate an Inter-Local Services Agreement with Salem and Wildwood Housing Authority

Roll Call Vote:

Motion: Commissioner Parent

Second: Commissioner Finch

Roll Call: Unanimous

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

Chairman Tomlin asked for a motion to adjourn the MHA public meeting at 5:52 p.m. in order to go into the HCDC meeting. Commissioner Parent made the motion. Commissioner Ayres seconded. Roll Call: Unanimous.

Paul F. Dice

Date