

MINUTES OF A REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF MILLVILLE
December 16, 2014

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, December 16, 2014 at Cedarview Court Community Room, 2045 Wheaton Avenue, Millville, New Jersey. The meeting convened at 5:03 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, Commissioner Kim Ayres, Commissioner Paula Ring and Commissioner Larry Miller. Commissioner Dale Finch joined the meeting at 5:04 p.m. Also present were MHA Solicitor Matthew Robinson, MHA staff, residents and members of the press.

Chairman Tomlin asked for a motion of approval for the November 25, 2014 minutes. Commissioner Ring made the motion and Commissioner Miller seconded. All others present were in favor.

EXECUTIVE DIRECTOR'S REPORT

Secretary Dice introduced Stephen DeSario. Stephen will be working as the Lease Enforcement Officer for both Salem and Millville Housing Authorities. Betsy Loyle advised there have been many problems at Riverview East. Most of the problems have been drug related and these problems have had an impact on the quality of life for the other RVE residents. Stephen and Suzie Jimenez have been building relationships with the tenants and Betsy has seen a difference in the building already. Lighting has been improved on the property and we have increased camera coverage. Secretary Dice said he sees a nice synergy developing amongst the staff who are working together to solve problems.

Commissioner Finch asked how things have been at Holly Berry Court. Ms. Loyle advised things are good. Tenants now come in and tell the office staff when they see problems. Matt Robinson said he has been dealing with one legal issue in particular where a son of a resident was banned from the property due to prior felonies. There was a grievance hearing and we won. Legal Services was not happy with the decision and wrote to HUD. HUD found the complaint as "non-actionable" and suggested Legal Services take the issue before the court or come before the Millville Housing Authority Board of Commissioners.

FINANCIALS

Secretary Dice advised the MHA has been in the middle of an Audit and was not able to post November's financials at this time.

OCCUPANCY

RVE is currently at 97%. All of the other properties are 98%-100% filled.

HOLLY CITY FAMILY CENTER

In an effort to recruit new members, Secretary Dice, Janet Reeves, Heather Santoro and Shannon St. Clair met with Comcast Spotlight and Bluewire Media to create a marketing program and platform. Bluewire will be filming a commercial. It has been estimated that the commercial will cost \$1500 to produce. During this meeting they discovered that 63% of the population gets their news from handhelds. The HCFC is not reaching these people. We are currently waiting for a firm quote from Bluewire to do our social media setup. Right now it is estimated it will cost around \$1700.00. Comcast has recommended a line-up of channels/programs for our target market. The sales rep believes the cost will be approximately \$6,200 for a 13 week run. The Commissioners agreed we should proceed with the commercial and the entire marketing plan. They also agreed that the spin bikes should be removed from the church building and relocated within the main HCFC building.

NEIGHBORHOOD REVITALIZATION TAX CREDIT PROGRAM

Secretary Dice received word from South Jersey Gas that they would not have been able to fund the NRTC project this year even if the DCA had approved our application. South Jersey Gas is interested in working with us next year. Secretary Dice, Heather Santoro and Commissioner Parent recently met with Senator Van Drew. He has agreed to try and help us with next year's application.

Kevin Timm advised Atlantic City Electric has refused to let us use their poles in the NRTC target zone to mount security cameras. If we are to proceed, we would need to put in our own poles and have an electrician run electric to these poles.

MILLVILLE URBAN-RE-DEVELOPMENT CORPORATION MOU

Secretary Dice advised he recently signed an MOU with the MURC stating the Holly City Development Corporation will pay for the demolition of the MURC buildings in an amount not to exceed \$87,960. We will also pay for environmental remediation services in an amount not to exceed \$59,714. He further advised the HCDC will not be a party to the demolition contract. That will be between MURC and the contractor. We do have an option to purchase the property. The purchase would be through an HCDC affiliate – Millville Neighborhood Revitalization, LLC. Heather Santoro advised the MURC demo is currently scheduled for January 5th.

POTENTIAL SHARED SERVICES AGREEMENT WITH CITY OF MILLVILLE

Secretary Dice advised the SHA board that the MHA submitted a proposal to the City of Millville to serve as their Community Development Block Administrator (CDBG) via a shared services agreement. The City has outsourced this function to a local company for years. Heather Santoro recently met with Commissioner Compari, City Clerk, Susan Robostello and Samantha Fisher. During this meeting Heather found out the City needs a 5 year plan. Our price will increase if we take on the five year plan.

SMOKE FREE POLICY

Secretary Dice advised HUD has been trying to advance a Smoke Free initiative in public and affordable housing for some time. He gave the Commissioners a Power Point presentation dealing with this issue. There are two compelling reasons to adopt a Smoke Free Policy.

1. Reduction in apartment turnaround expense.
2. Reduced exposure to second hand smoke.

Betsy Loyle advised there is a process that must be followed in order to start a Smoke Free initiative. Commissioner Ayres said she does not have to debate about the issue and moved to adopt a Smoke Free Policy in the Millville Housing Authority. Commissioner Ring seconded the motion. All present were in favor of moving ahead with this initiative.

The following resolutions were presented for approval at this time:

Resolution #45-2014 Approving the Re-Appointment of Paula Ring to the MHA Board of Commissioners

Roll Call Vote:

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

Resolution # 46 -2014

Approving a JIF Fund Commissioner

Roll Call Vote:

Motion: Commissioner Miller

Second: Commissioner Parent

Roll Call: Unanimous

Chairman Tomlin asked if there was any old business. There was no old business.

Chairman Tomlin asked if there was any new business. The Commissioners asked Allison Corson to reserve hotel and registration for the NAHRO conference to be held on March 15 – 18, 2015.

Chairman Tomlin asked if there was any public comment.

Resident Bill Swift reported there are (2) lights out at the Cedarview Court Complex. One is by the trash area.

At 6:00 p.m. Chairman Tomlin asked for a motion to adjourn the MHA meeting. Commissioner Miller made the motion and Commissioner Parent seconded. All were in favor.

Paul F. Dice

Date