

MINUTES OF A REGULAR MEETING  
OF THE HOUSING AUTHORITY  
OF THE CITY OF MILLVILLE  
March 24, 2015

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, March 24, 2015 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, Commissioner Larry Miller, Commissioner Paula Ring and Commissioner Dale Finch who arrived at 5:15 p.m. Commissioner Kim Ayres was absent. 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 February 24, 2015 minutes. Commissioner Ring made the motion and Commissioner Miller seconded. All others present were in favor.

**EXECUTIVE DIRECTOR'S REPORT**

A copy of the current Commissioners and their term dates was distributed. It was noted that Chairman Brian Tomlin's Governor's appointment expired in February 2015. Commissioner Miller's term will expire in December 2015.

**FINANCIALS**

Secretary Dice advised the MHA posted a negative net income of - \$40,775 in February 2015. The MHA maintains a positive \$29,171 in positive net income year to date. We continue to operate without having to deplete its reserves. Secretary Dice noted the Operating Subsidy was down in February by \$14,000. Salaries were higher due to longevity being issued in February. Travel expenses for NAHRO conference were being paid in advance. Maintenance expenses continue to be very high due to REAC inspections and a very large plumbing problem on two floors in one of the buildings. A huge amount of pipe had to be replaced by a professional company. There are two insurance claims due to frozen pipes that burst.

The HCFC posted -\$9,825 in negative net income for February 2015. It has a negative net income of \$20,687 year-to-date. We are continuing to deplete reserves. Income was up by \$2,062.46 from last month. Marketing/Promotions and new equipment have increased expenses.

### **LEASE ENFORCEMENT**

Stephen DeSario reported that many of the doors to our complexes are opened in the daytime because people pry them open. Camera's don't work 100% of the time and we can't always see how the doors are being held open and by whom. We banned two people last week at RVE. RVE and MVP continue to be the most problematic. We are pecking away at these problems. Stephen advised he is working with the Millville Police Department and trying to get them more involved. The police have reported they have a problem getting into our buildings. Stephen will be working with Kevin Timm, IT, to try and solve this problem.

Secretary Dice advised there is another issue that has come to light. A tenant failed to report \$58,000 in income. The tenant owes us \$17,000 in rent. Secretary Dice contacted the OIG to report this. The issue was found on the EIV system -which takes a while to show updated incomes. Initially, the tenant tried to claim his son was using his social security number. Betsy Loyle made the tenant bring in his tax return and it showed the income. OIG asked Secretary Dice to report the incident to the local police.

### **SECTION 8**

Jessica Gonzalez reported we are currently under spending at 95%. We need to be at 98%. Jessica advised she issued two new vouchers today and two are pending for April. Right now we have 156 vouchers out on the street. Even though we have 191 total vouchers, we will only be able to issue 160 because the government only gives us so much money. Jessica agreed to do a breakdown at the next meeting so the Commissioners can see where the MHA section 8 vouchers are utilized. Commissioner Finch asked if it is possible to find out how many of Bridgeton's and Vineland's Section 8 vouchers are being utilized in Millville.

### **OCCUPANCY REPORT**

Betsy Loyle advised all buildings are above 97% except for HBC which is currently at 94% occupied.

The following resolutions were presented for approval at this time:

Resolution #07-2015      Approving the Payment of the Bills for March 2015

**Roll Call Vote:**

Motion: Commissioner Parent

Second: Commissioner Ring

Abstain: Commissioner Miller abstained on #12181

Roll Call: Unanimous

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

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Chairman Tomlin asked if there was any public comment. There was no public comment.

At 5:55 p.m. Chairman Tomlin asked for a motion to adjourn the MHA meeting in order to go into the HCDC meeting. Commissioner Miller made the motion and Commissioner Ring seconded. All were in favor.

At 6:00 p.m. the MHA Board meeting was back in session. Commissioner Parent made a motion to go into Closed Session. Commissioner Finch seconded.

Resolution # 08-2015      Approving a Closed Session

**Roll Call Vote:**

Motion: Commissioner Parent

Second: Commissioner Finch

Roll Call: Unanimous

At 6:40 p.m. the MHA Board meeting was back in session. Commissioner Ring made a motion to adjourn the meeting. Commissioner Miller seconded. All present were in favor.

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Paul F. Dice

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Date