

MINUTES OF A REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF MILLVILLE
June 23, 2015

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, June 23, 2015 at Cedarview Court Community Room, 2045 Wheaton Avenue, Millville, New Jersey. The meeting convened at 5:05 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, Commissioner Kim Ayres and Commissioner Dale Finch. Commissioner James Parent and Commissioner Paula Ring 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 May 26, 2015 minutes. Commissioner Miller made the motion and Commissioner Finch seconded. Commissioner Ayres abstained. All others present were in favor.

EXECUTIVE DIRECTOR'S REPORT

FINANCIALS

Secretary Dice advised the MHA posted a positive net income of \$43,797 in May. We've improved our year-to-date net income to a positive \$857. This is a dramatic improvement from where we were in April when we posted a negative \$107,146 in YTD income. Mitch Moore, Chief Financial Officer, handed the Commissioners a cash balance report for each of our unrestricted bank accounts. He advised the MHA has a \$29,800 increase in its cash balance position. Holly City Development Corporation had a decrease in its cash balance position of \$31,000. Mitch further advised that the MHA properties themselves were down \$102,000 but we are making progress in the right direction. Commissioner Finch asked if we are instituting any financial safeguards for next year. CFO Moore advised our utilities are on a 3 year rolling base so next year we will receive more reimbursement for the very high utility bills we have encountered in the winter.

OCCUPANCY REPORT

Betsy Loyle advised CVC is 96% occupied, Scattered Sites are 95% occupied and Maurice View Plaza is currently 93% occupied. All other sites are above 97%. Ms. Loyle noted that we are having a hard time getting qualified tenants at Holly Berry Court to move to the Scattered Sites. We may have to go to the waiting list in order to get the scattered sites filled.

WILDWOOD HOUSING AUTHORITY

Secretary Dice advised we recently won a national NAHRO Revenue Diversification award for leasing space to Complete Care to establish a health facility on the WHA's property. The WHA board has decided we must go to Austin, TX to receive the award.

Secretary Dice also reported that the WHA has embarked on a Rental Assistance Demonstration (RAD) project to raze and re-construct its 70-unit family development. This development is currently a foot and a half below the flood plain. We will be making application to the NJ Housing and Mortgage Finance Agency in July for this \$20 million project. We have received preliminary site plan approval. The WHA will be partnering with Conifer Realty for this project.

The following resolutions were presented for approval at this time:

Resolution #16-2015 Approving the Payment of the Bills for June 2015

Roll Call Vote:

Motion: Commissioner Finch

Second: Commissioner Miller

Abstain: Commissioner Miller abstained on #12480

Roll Call: Unanimous

Resolution #17-2015 Adopting the Changes and Corrections to the Admissions and Continued Occupancy (ACOP) Plan for the MHA

Roll Call Vote:

Motion: Commissioner Finch

Second: Commissioner Miller

Roll Call: Unanimous

Resolution #18-2015 Adopting the Changes and Corrections to the MHA Housing Choice Voucher Administrative Plan

Motion: Commissioner Miller

Second: Commissioner Finch

Roll Call: Unanimous

Resolution #19-2015 Approving the Implementation of a Smoke Free Public Housing Policy at all MHA Locations

Motion: Commissioner Ayres

Second: Commissioner Miller

Roll Call: Unanimous

Chairman Tomlin asked if there was any old business.

Commissioner Finch asked what ever happened regarding the broken city water pipe last summer. Solicitor Robinson said we were reimbursed for some damages through our insurance company. Our insurance company made us file a tort claim against the City. It is still being investigated. There is a chance we may get our deductible back.

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

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

At that time Chairman Tomlin asked for a motion to adjourn the MHA meeting in order to into the Holly City Development Corporation meeting. Commissioner Miller made the motion at 5:30 p.m. Commissioner Finch seconded. All present were in favor.

Paul F. Dice

Date