

MINUTES OF A REGULAR MEETING  
OF THE HOUSING AUTHORITY  
OF THE CITY OF MILLVILLE  
August 23, 2016

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, August 23, 2016 at Cedarview Court Community Room, 2045 Wheaton Avenue, Millville, New Jersey. The meeting convened at 5:10 p.m.

Vice Chairwoman Paula Ring announced the Sunshine Law requirement had been met, properly posted and advertised.

The meeting was called to order by Vice Chairwoman Paula Ring 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: Commissioner James Parent, Commissioner Larry Miller, Commissioner Dale Finch and Chairwoman Ring. Chairman Brian Tomlin and Commissioner Kim Ayres were absent. Also present were MHA Solicitor Arnold Robinson, MHA staff, residents and members of the press.

Vice Chairwoman Ring asked for a motion of approval for the July 5, 2016 minutes. Commissioner Parent made the motion to approve the minutes and Commissioner Miller seconded. All others present were in favor.

**FINANCIALS**

For July 2016, the MHA posted a negative net income of \$20,181. Our year-to-date net income is a positive \$133,141. We continue to operate the MHA without having to access reserves. Secretary Dice advised July was a three-pay month which contributed to the negative net income.

The Holly City Family Center posted a negative monthly net income of \$10,492. It maintains a positive \$17,638 year-to-date net income.

**OCCUPANCY**

Secretary Dice advised all of our units are filled above 98% except for Jaycee Plaza which is now at 97%.

## **MHA PURCHASE OF NEW HOLLY CITY FAMILY CENTER AEROBICS ROOM and Empty Lot FROM HCDC**

Secretary Dice advised the Cumberland Empowerment Zone and Century Savings Bank loans have been paid and in return the HCDC has now deeded these properties back to the MHA.

## **PLAYGROUND AREA CONNECTED to HCDC's MULBERRY ST. CHURCH**

The MHA was originally going to acquire this property from HCDC but the survey fees associated with lot line changes were very high – around \$7,000. Solicitor Robinson recommended HCDC give the MHA a permanent easement which will only cost about \$300.00.

## **LEASED SPACE AT JAYCEE PLAZA**

Executive Director Dice advised we were able to lease the space formerly occupied by Fox Rehab to Caring, Inc. Caring needed more space to accommodate their Senior Day Care Program which has grown considerably. The rent is \$4,650.00 per month plus \$5.00 per paid participant in the Senior Day Care Program. At the current participant level, the annual rent is \$6600.00.

## **HCDC Separation**

Secretary Dice advised the HCDC separation is finished except for obtaining a new worker's comp policy. A letter was received today verifying that the Holly City Family Center is now incorporated as a stand-alone. As soon as the worker's comp policies have been established, Heather Santoro and Shannon St. Clair will be switched to HCDC payroll and will be able to obtain health insurance. Secretary Dice also stated that back office support will remain for HCDC through MHA. The only debt HCDC will have now is on the church mortgage.

## **SALEM Housing Authority News**

Secretary Dice said he has received a letter from Dr. Isaac Young's attorney, stating he is placing a lien against the SHA because he heard we were selling SHA. This lien is for back wages. Secretary Dice is informing the Millville Board because he does not know whether or not there could be any residual against the MHA.

## **BROAD Street Properties**

Solicitor Robinson advised the demolition of our Broad Street properties is scheduled for next week.

Vice Chairwoman Ring advised there were resolutions to approve:

Resolution #27-2016 Approving the Payment of Bills for July and August 2016

Roll Call Vote:

Motion: Commissioner Parent

Second: Commissioner Finch

Abstain: Commissioner Miller abstained on check#13591

Roll Call: Unanimous

Resolution #28-2016 Resolution Adopting the Annual Budget for the State of New Jersey  
10/01/16 – 09/30/2017

Roll Call Vote:

Motion: Commissioner Miller

Second: Commissioner Parent

Roll Call: Unanimous

Vice Chairwoman Ring asked if there was any old business. There was no old business.

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Vice Chairwoman Ring asked if there was any public comment. There was no public comment.

At 5:22 pm Vice Chairwoman Ring asked for a motion to adjourn the public meeting.

Commissioner Parent made the motion and Commissioner Miller seconded. All present were in favor.

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Paul Dice  
Secretary

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Date