

MINUTES OF A REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF MILLVILLE
March 28, 2017

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, March 28, 2017 at Cedarview Court Community Room, 2045 Wheaton Avenue, Millville, New Jersey. The meeting convened at 5:00 p.m.

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

The meeting was called to order by Vice-Chairwoman Paula Ring 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: Commissioner James Parent, Commissioner Larry Miller, Commissioner Robert Barrett, Commissioner Robert Tesoroni and Vice-Chairwoman Paula Ring. Commissioner Finch arrived at 5:05 p.m. Also present were MHA Solicitor Arnold Robinson, MHA City Commission liaison Lynn Porreca Compari, MHA staff, and residents.

Vice-Chairwoman Ring introduced and welcomed Robert Barrett to the MHA Board of Commissioners. She also welcomed back Commissioner Robert Tesoroni. City Commissioner Lynn Porreca Compari was introduced as the new liaison to the MHA.

Vice-Chairwoman Ring asked for a motion of approval for the January 24, 2017 minutes. Commissioner Miller made the motion to approve the minutes and Commissioner Parent seconded. Commissioner Barrett abstained. All others present were in favor.

FINANCIALS

For February 2017, the MHA posted a negative monthly net income of \$15,040. Our year-to-date net income is positive \$21,639. Secretary Dice advised the net income does not reflect payments made to capital improvements. He stated our cash position is going down. We are dealing with old buildings and receiving less money from HUD. We receive \$516,000 in capital funds from HUD. \$220,000 of this goes to debt service. The elevator restoration at RVE was \$345,000. He stated that eventually the MHA is forced to pull from reserves.

Secretary Dice explained how the MHA is funded. The capital funds received by HUD go towards maintaining our buildings. The operating funds received through HUD go for salaries, etc. We collect tenant rents. All other income is generated through roof rentals, washers &

dryers, our shared service agreements with Wildwood and Salem Housing Authorities, Caring, Inc. and commercial rentals.

Secretary Dice advised the MHA transferred \$400,000 last year into Central Office. Even so, we've still had to pull down on reserves. He stated we must slow our spending until we have enough time to build up the reserves.

Mitch Moore, CFO, gave each Commissioner a hand out showing our current cash position. Currently there is \$887,000 in reserves. He explained this is the first time our cash-on-hand has dropped below a million dollars. He does see the months of April, May and June as being more profitable because utility prices should drop. Mr. Moore said that HUD has not yet told us what the 2017 capital fund will be.

Currently the HUD proration rate for our operating fund is at 85%, He emphasized that we only get funded for leased units. Commissioner Finch asked what is the lowest rent a tenant can pay. Director of Operations, Betsy Loyle, advised the lowest rent is \$50.00. She also stated there are more tenants paying this amount of rent than she would like to see. She also stressed that we do have a very high collection rate, which is very important.

Solicitor Robinson stated public housing is a privilege. Rent must be paid. He believes the MHA has changed the culture and will not let non-payment of rent slide. There is a zero-tolerance policy in place.

Secretary Dice pointed out that our current reserve situation was almost made worse than it is because we received the State of NJ pension bill in the amount of \$146,436. Luckily, we won't have to draw from reserves as we will use the proceeds from the sale of 909 Leonard Drive to pay this bill. He was hoping to use these proceeds to offset the JCP elevator modernization.

Tenant Meetings

Director of Operations, Betsy Loyle, advised we have been holding meetings at the high-rises. There is a problem at Riverview East. We recently met with a security company to discuss needs in the building. They are currently putting together a proposal. She stated there is a lot of activity at 5:00 a.m. in the morning at RVE. There have been squatters and even some physical attacks. The exterior doors will soon be locked at night, once we receive parts from contractors. The TV will be moved to the community room. Our plan is to lock down the community room from midnight until 8:00 a.m. We will be building a data base of faces coming into the building with our new cameras.

Secretary Dice said he believes we are developing good relationships with the tenants. Commissioner Tesoroni asked if there are resident councils. Ms. Loyle advised there are resident councils at RVE and RVW only.

Collective Bargaining

Secretary Dice said the union contract was re-negotiated. The maintenance personnel will receive a 3% raise retro to January 2017. A three-year agreement was signed, with the exception of wage reopeners for 2018 and 2019.

Elevator Preventative Maintenance

Secretary Dice advised we contract with an elevator company to come and inspect/maintain the elevators monthly. They also provide emergency services. We recently developed an RFP with the help of a consultant at Lerch-Bates. We seek to award the bid to TEC elevator of Marmora, NJ. The annual amount of \$88,920 will be paid at a rate of \$7,410 per month.

Possible New Business Venture

Secretary Dice advised he was recently contacted by the owners of a multi-family development in New Jersey. They are considering replacing their current property manager and asked if we would be interested in quoting the account. The MHA is interested!

At this time, Vice-Chairwoman Ring announced there were resolutions to approve:

Resolution #05-2017 Approving the Payment of Bills for February and March 2017

Roll Call Vote:

Motion: Commissioner Parent

Second: Commissioner Miller

Abstain: Commissioner Miller abstained on check#14406

Roll Call: Unanimous

Resolution #06-2017 Resolution Authorizing the Appointment of Robert Barrett

Roll Call Vote:

Motion: Commissioner Parent

Second: Commissioner Miller

Abstain: Commissioner Barrett

Roll Call: Unanimous

Resolution #07-2017 Resolution Approving a Three-Year Bargaining Agreement with the
NJ Civil Service Association -Cumberland Council #18

Roll Call Vote:

Motion: Commissioner Finch

Second: Commissioner Parent

Roll Call: Unanimous

Resolution #08-2017

Resolution Approving a Contract for Elevator Preventative Maintenance Services

Roll Call Vote:

Motion: Commissioner Miller
Second: Commissioner Tesoroni
Roll Call: Unanimous

Resolution #09-2017

Resolution Approving a Contract with Security Resources, Inc.

Roll Call Vote:

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

Resolution #10-2017

Resolution Approving the Payment of the Annual Employer Pension Contribution for the MHA

Roll Call Vote:

Motion: Commissioner Miller
Second: Commissioner Finch
Roll Call: Unanimous

At 5:58 p.m. Vice-Chairwoman Ring asked if there was any new business. There was not. Vice-Chairwoman Ring asked if there was any old business to discuss. There was not. Vice-Chairwoman Ring asked if there was any public comment. There was not.

At 5:58 p.m. Vice-Chairwoman Ring advised we were adjourning to go into the Holly City Family Center meeting. Commissioner Parent made a motion to adjourn and Commissioner Miller seconded. All present were in favor.

Paul Dice
Secretary

Date