

MINUTES OF A REGULAR MEETING  
OF THE HOUSING AUTHORITY  
OF THE CITY OF MILLVILLE  
May 23, 2017

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, May 23, 2017 at Riverview East Community Room, 130 S. Second Street, Millville, New Jersey. The meeting convened at 5:08 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 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, and Vice-Chairwoman Paula Ring. Commissioner Finch and Commissioner Tesoroni were absent. Also present were MHA Solicitor Arnold Robinson, MHA City Commission Liaison Lynn Porreca Compari, MHA staff, and residents.

Vice-Chairwoman Ring asked for a motion of approval for the April 25, 2017 minutes. Commissioner Parent made the motion to approve the minutes and Commissioner Miller seconded. All others present were in favor.

**RiverView East Resident Council**

Secretary Dice introduced Mr. John Webb, President of the RVE Resident Council and asked him how things have been going. Mr. Webb said he can see a positive difference at RVE. He mentioned that he received a report of a security guard who left the building to go to Wawa and that while a security guard was on duty, someone was found sleeping in the hallway between doors. Secretary Dice said he must report these types of instances immediately if we hope to correct the situation at RVE.

Mr. Webb also advised the residents are happy the office has moved. Additionally, he praised the Property Manager, Polly Swink, for doing such a great job with the tenant recertification's.

Mitch Moore advised the vending machine profit checks will be going out to the Resident Council. Secretary Dice said there will be a \$250 electronic transfer check going into their account as a donation from the MHA.

## **FINANCIALS**

For April 2017, the MHA posted a negative monthly net income of \$7,642. Our year-to-date net income is positive \$6,174. Mitch Moore advised the MHA received a bill in May for snow removal/salting from the Lawncare company in the amount of \$23,000. Our normal lawncare bill is \$5,000. This bill amount will not affect our yearly income, but definitely hit our monthly income.

## **OCCUPANCY**

Secretary Dice advised with all sites included, we are at a 97.2% occupancy. We don't like to be below 98%. Polly Swink advised there are only 39 people on the 3-Bedroom waiting list for Holly Berry Court. Allison Corson recently ran an advertisement in the Daily Journal and will be sending out flyers to various social service organizations trying to get more applicants. Secretary Dice advised there seems to be a greater market demand for 1 and 2 bedroom units.

## **SECURITY IN HIGH RISES**

Secretary Dice said he believes we are seeing an overall improvement in our high rises. We now have a security contractor in Riverview West. We'll soon begin rotating the contractor through all three high rises for any given shift. Vice- Chairwoman Ring said she was informed that the Television in the RVE community room does not have any sports channels. She advised the board will look into what it would cost to add these channels and try to solve this problem.

## **POSSIBLE PRIVATE SECTOR PROPERTY MANAGER WORK**

Secretary Dice advised he recently met with a potential client to discuss the possibility of the MHA serving as a property manager for their Multi-Family housing unit. They also discussed Secretary Dice serving as a consultant instead of the property manager. If he is successful in securing a deal, Secretary Dice will reinstate operations via our not-for-profit-Community Property Management. CPM has been dormant since we ceased operations at Bridgeton Villas.

## **BOARD REORGANIZATION**

Secretary Dice advised the board re-organization meeting is in June. This will involve electing a Chairperson and a Vice -Chairperson. Vice- Chairwoman Ring said the board is going to discuss and will bring a slate of officers back to the next meeting.

## **ANNUAL AUDIT**

Secretary Dice advised the audit has been completed. Mitch Moore stated there were no findings. We will be inviting the auditors to the June meeting where all board members will be able to ask questions.

## **INFORMATION TECHNOLOGY**

Kevin Timm advised there is a new MHA website. All board members should be able to log-in with their regular ID and password.

## **BOARD MEETING LOCATION**

The June meeting will be held at Riverview West. The July meeting will be held at Jaycee Plaza.

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

Resolution #16-2017      Approving the Payment of Bills for May 2017

Roll Call Vote:

Motion: Commissioner Parent

Second: Commissioner Barrett

Abstain: Commissioner Miller abstained on check#14582

Roll Call: Unanimous

Resolution #17-2017      Resolution Approving a Contract for Electrical Services at all MHA Sites

Roll Call Vote:

Motion: Commissioner Parent

Second: Commissioner Miller

Roll Call: Unanimous

At 5:45 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.

At 5:47 p.m. Vice-Chairwoman Ring advised we were adjourning the MHA meeting to go into the Holly City Family Center meeting. Commissioner Parent made a motion to adjourn and Commissioner Barrett seconded. All present were in favor.

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Paul Dice  
Secretary

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Date