

MINUTES OF A REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF MILLVILLE
June 27, 2017

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, June 27, 2017 at Riverview West Community Room, 100 Riverside Drive, Millville, New Jersey. The meeting convened at 5:00 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.

Secretary Paul Dice proceeded to call the roll at this time. Present were: Commissioner James Parent, Commissioner Larry Miller, Commissioner Robert Barrett, Vice-Chairwoman Paula Ring and Commissioner Robert Tesoroni. Commissioner Finch was absent. Also present were MHA Solicitor Arnold Robinson, MHA City Commission Liaison Lynn Porreca Compari, MHA staff, and residents. *Commissioner Finch arrived at 5:15 pm

Vice-Chairwoman Ring asked for a motion of approval for the May 23, 2017 minutes. Commissioner Parent made the motion to approve the minutes and Commissioner Miller seconded. Commissioner Tesoroni abstained. All others present were in favor.

FINANCIALS

Secretary Dice welcomed everyone to Riverview West.

For May 2017, the MHA posted a positive monthly net income of \$33,700. Our year-to-date net income is positive \$28,800.

OCCUPANCY

Secretary Dice advised the occupancy levels at Holly Berry Court and in Scattered Sites has dropped below 97%. We are still having problems filling three-bedroom units. Betsy Loyle advised the Department of Community Affairs in the State of NJ was under spending and has now released many Section 8 vouchers. This has really made an impact on our waiting list and ability to rent to families. Secretary Dice said there are about 22,000 State Section 8 vouchers.

Betsy also said there are a couple of Scattered Sites we can no longer rent. They must be torn down. These empties have also affected our occupancy scores. Secretary Dice advised we do not have enough capital funding to bring these sites back to where they need to be. The sites are: 309 McNeal Street, 5 E. McNeal Street and 202 Sharp Street. We will seek permission from HUD to demo and dispose of these properties.

One of the Commissioners asked if we still own the land once the house is demolished. Secretary Dice advised that we do still own the land. If we sell the land the money must go into the Scattered Site Amp. Commissioner Tesoroni asked if any of our scattered sites were A-Home properties. He was told they were not.

BUILDING SECURITY

Secretary Dice asked the tenants present if they are seeing an overall improvement in our high rises since we have employed a security service. Those present said that they do feel safer. Secretary Dice said we have been trying to stagger the days and times of day when a guard reports to a building. We hope to catch the wrong people off guard.

ANNUAL AUDIT

Secretary Dice introduced Tony Polcari, MHA Auditor. Tony explained the uniform standard requirements for a government audit. These requirements include auditing the MHA financial statements, auditing and reviewing internal control systems, auditing our compliance and a balance sheet review. There were no findings on the Sept. 30, 2016 Financial Audit of the MHA.

Mr. Polcari also advised an audit was completed for the Holly City Family Center. The HCFC is “right on the bubble” – doing just a little better than break-even.

LEAD BASED PAINT

Betsy Loyle advised we recently had RVE, RVW, HBC and our Scattered Sites tested for lead based paint. There were seven minor issues found in some of our Scattered Sites. Betsy is currently looking for a certified contractor to do the abatement.

INFORMATION TECHNOLOGY

Kevin Timm advised we recently upgraded our software system – Yardi. Yardi is a property management operating system.

CFO

Mitch Moore gave everyone an update on our operating subsidy. The MHA had been receiving 85% of our operating funds through May. In June, we got a bump which gave us \$64,000 in additional subsidy. He believes the subsidy will fall a little in the coming month, but this additional funding will help.

BOARD MEETING LOCATION

The July meeting will be held at Jaycee Plaza.

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

Resolution #18-2017 Approving the Payment of Bills for June 2017

Roll Call Vote:

Motion: Commissioner Miller

Second: Commissioner Barrett

Roll Call: Unanimous

Vice-Chairwoman Ring turned the meeting over to Commissioner Parent who stated the nominating committee had met and is recommending Paula Ring as MHA Board Chairwoman. Commissioner Finch made a motion to close the nomination. Commissioner Parent seconded.
Roll Call: Unanimous

Commissioner Parent made a motion to nominate Larry Miller as MHA Board Vice-Chairman. Commissioner Finch made a motion to close the nomination. Commissioner Parent seconded.
Roll Call: Unanimous

Commissioner Finch made a motion to nominate Paul Dice as MHA Board Secretary. Commissioner Miller made a motion to close the nomination. Commissioner Parent seconded.
Roll Call: Unanimous

Resolution #19-2017 Resolution Approving a Slate of Officers for 2017 – 2018

As Recommended by the Nominating Committee

Roll Call Vote:

Motion: Commissioner Parent

Second: Commissioner Miller

Roll Call: Unanimous

At 6:10 p.m. 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.

A RVW tenant, Wanda Jones, stated she is very happy the MHA is doing well as was indicated in the Audit. She said we are doing a good job.

Commissioner Tesoroni stated he had attended the June 8th tenant meetings at RVW, RVE and JCP. He was very appreciative to attend and thinks the meetings were very productive.

At 6:11 p.m. Chairwoman Ring advised we were adjourning the MHA meeting to go into the Holly City Family Center meeting. Commissioner Finch made a motion to adjourn and Commissioner Parent seconded. All present were in favor.

Paul Dice
Secretary

Date