

MINUTES OF A REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF MILLVILLE
July 24, 2018

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, July 24, 2018 at Cedarview Court Community Room, 2045 Wheaton Avenue, Millville, New Jersey. The meeting convened at 5:02 p.m.

Chairwoman Paula Ring announced the Sunshine Law requirement had been met, properly posted and advertised and conducted under the Open Public Meetings Act.

Secretary Paul Dice proceeded to call the roll at this time. Present were: Commissioner Heather Santoro, Commissioner Larry Miller, Commissioner Kristina Townsend, Commissioner Robert Tesoroni, and Chairwoman Paula Ring. Commissioner Robert Barrett was absent. Also present were MHA Solicitor Arnold Robinson, MHA staff, and residents.

Chairwoman Ring asked for a motion of approval for the June 26, 2018 minutes. Commissioner Townsend made the motion to approve the minutes and Commissioner Miller seconded. All present were in favor.

Financials

For June 2018, the MHA properties and Central Office combined posted \$15,382 in positive net income for the month. The MHA maintains a positive \$36,663 in year-to-date net income.

Occupancy

Betsy Loyle reported our occupancy rate is 95%. Secretary Dice said we are struggling a bit. We want to be at 97%. Ms. Loyle advised there were 2 additional deaths this week.

Legal

Secretary Dice advised we will be going into Closed Session at the end of the meetings to discuss Coleman vs. Millville Housing Authority and to seek legal counsel on a case involving the Holly City Family Center.

JCP Elevator Modernization

Secretary Dice advised he has signed an agreement with Levy Construction for the JCP elevator modernization. They have 240 days from 7/5/18 to complete the job. He advised we have run into a little problem. Levy may have to cut through the roof into the wall in order to get equipment into the building. This could potentially take us over budget. Secretary Dice is working through it with the company. If we don't go this route, we will have to lose the service

of the other elevator.

Annual Audit for MHA

Secretary Dice had the Commissioners turn to page 78 in the Audit where it states, “Millville Housing Authority complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2017.” The Commissioners were provided with the entire Audit report.

Commissioner Tesoroni asked if in the future there a downturn in HUD reimbursement, would the MHA have enough money in our unrestricted net position to continue on? Secretary Dice advised he must admit if HUD stopped our funding entirely, the MHA would go through the \$666,000 in unrestricted funds in a heartbeat.

Commissioner Miller pointed out that on page 23 of the Audit what should be “Millville, NJ”, states “Edison, NJ”.

Annual Operating Budget

Secretary Dice reported it is time for the MHA to submit the annual budget to the State of New Jersey. He further advised our total budget revenue rose from \$4,392,718 to \$4,502,789 for next year, primarily because of increased US Department of Housing and Urban Development Operating Fund subsidy. We are projecting \$157,180 in positive net income. Secretary Dice gave the Commissioners the operating budget by line item in order for them to see detail. He invited the Commissioners to ask questions or schedule a meeting should they have questions regarding where the money is going. The budget must be sent to the NJ Department of Community Affairs and once it is approved we must formally adopt the budget.

New Cameras

Kevin Timm advised the Holly Berry Court cameras have now been replaced with the new digital style cameras. HD video streams on all cameras. Cameras have been upgraded at Maurice View Plaza and the Holly City Family Center. Solicitor Robinson advised a training session was held with some of our local police to instruct them on how to access video for our locations.

Kevin has installed all cameras himself and has saved us a great deal of money by doing so. Solicitor Robinson advised Commissioner Santoro has recently received a grant for center city and said it could be a real asset to the City to have Kevin install these security cameras in public places.

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

Resolution #16-2018

Approving the Payment of Bills for July 2018

Roll Call Vote:

