

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

A regular meeting of the Millville Housing Authority Board of Commissioners was held on Tuesday, April 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.

Allison Corson, Director of Administration, proceeded to call the roll at this time. Present were: Commissioner Heather Santoro, Commissioner Larry Miller, Commissioner Robert Tesoroni, Commissioner Robert Barrett and Chairwoman Paula Ring. Also present were MHA Solicitor Arnold Robinson, MHA staff, and residents.

Chairwoman Ring asked for a motion of approval for the February 27, 2018 minutes. Commissioner Miller made the motion to approve the minutes and Commissioner Santoro seconded. All present were in favor.

**Financials**

Secretary Dice advised the MHA properties and Central office combined posted \$10,468 in positive net income for the month of March 2018. He did advise there was an operating loss in the first 6 months of our fiscal year due to the contract with a security company for security guards and many deferred maintenance projects. He emphasized that the MHA is still a standard performer as far as FASS is concerned. Tony Polcari advised the MHA still has 3 months' worth of expenses in savings that we could pay without funding from HUD. This results in a high score from HUD.

**Occupancy**

Secretary Dice reported that overall there is a 95.5% occupancy rate. The rate should be 98% or above. We are still digging out from major turnovers.

**Cumberland County Department of Health**

Secretary Dice advised the Department of Health signed the lease for the renewal of their current space and the addition of our former office space. The annual fee, including fixed utilities is \$86,888. They have decided they want a three-year lease instead of a five-year lease. The new lease will expire 02/28/21. A copy of the lease has been included with the board packets.

### **Lack of Building Modernization Funds**

Secretary Dice advised that for the first time since he has been employed by the MHA, we do not have the financial resources to immediately fund a necessary capital project – modernization of the Jaycee Plaza elevators. Tony Polcari explained the capital fund has a balance of \$180,000 and the elevator bid came in at \$360,000. Tony recommends we do not go into our reserves. He explained that HUD will release the 2018 capital funds sometime in the next few months. He would like to see us repair the elevators in two stages. Stage one would utilize 2017 funds and stage two will utilize the 2018 capital funds. Commissioner Ring asked if we have addressed the safety standards of the current JCP elevators. Secretary Dice said the elevators are still functioning, but they do occasionally go down.

### **Capital Fund Financing Program -Debt Re-structuring**

Secretary Dice advised in 2005 the MHA entered into a bond financing agreement. The MHA borrowed \$4,536,489 with a 20-year amortization schedule. The final payment will be Nov. 1, 2025. Secretary Dice stated there has always been unused bond proceeds amount in connection with the MHA's account. This is the money that the MHA was not permitted to use for projects but was still obligated to pay for. He further advised the unused bond proceeds total \$213,377. He has tried unsuccessfully for years to access these unused funds. The New Jersey Housing and Mortgage Finance Agency has finally agreed to allow us to use the unused bond proceeds to pay down the remaining debt effective May 25, 2018. Factoring in the interest, this will reduce our outstanding debt by \$247,732 over the remaining 7 years. He summarized that the amount of our annual Capital Fund award that we can use for building improvements will increase by \$35,391 a year or \$247,732 over the 7 years.

### **Opportunity Zones**

Secretary Dice reported the federal government recently passed legislation to encourage private sector investment in low income communities. The Opportunity Zones program provides tax incentives for investors to re-invest their unrealized capital gains into Opportunity Funds. Secretary Dice advised these zones are not just for affordable housing. They are also for economic development on the whole. As best as Secretary Dice can determine, some of our properties are situated in an area that could become eligible for these funds. He will keep the board apprised of all developments.

## Accounting Updates

Tony Polcari advised MHA staff is getting better skilled using our new software, PHA Web. He further advised Nick Dowd has been promoted to a full-time position in the Accounting Dept. Additionally, the MHA annual Audit will take place next week.

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

Resolution #08-2018      Approving the Payment of Bills for March & April 2018

Roll Call Vote:

Motion: Commissioner Tesoroni

Second: Commissioner Miller

Abstain: Commissioner Miller Check #15573

Roll Call: Unanimous

Resolution #09-2018      Resolution Authorizing Revisions to the February 27, 2018 Lease Agreement Between the MHA and the Cumberland County Department of Health

Roll Call Vote:

Motion: Commissioner Miller

Second: Commissioner Santoro

Roll Call: Unanimous

Chairwoman Ring asked if there was any new business. There was none.

Chairwoman Ring asked if there was any old business to discuss. Commissioner Barrett asked if any other resources had been spent on security at RVE that have eliminated drugs and other problems. Secretary Dice advised we have spent funds on increasing the clarity and number of camera's in the building. He further advised we have certainly not eliminated drugs and other problems at RVE but have seen a decrease in activity.

Chairwoman Ring asked if there was any public comment.

Kelsey Rogers, 1173 HBC, said she had applied to be on the waiting list for both Maurice View Plaza and Holly Berry Court. She was told she has been taken off the lists because she is now housed with her sister at HBC. She has tried to complain by phone, but no one has called her back. Ms. Rogers was told we will investigate her allegations.

Michelle Coleman, 1119 HBC, said she has problems with the Director of Operations, Betsy Loyle. She does not believe she is getting a fair hearing. She accused Betsy and Yolanda of smirking during her hearing. She feels harassed and intimidated and wants an investigation. Secretary Dice advised he cannot comment on this situation per legal counsel. The MHA is

currently waiting for the hearing officer's decision.

1121 HBC resident Donna McFarland thanked the board for seeing that most of her maintenance issues were resolved. She does have an issue now with air conditioning charges. Secretary Dice will follow up on her complaint.

At 5:45 p.m. Chairwoman Ring adjourned the MHA meeting to go into the Holly City Family Center Meeting. Commissioner Miller made the motion and Commissioner Santoro seconded. All present were in favor.

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Paul Dice  
Secretary

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Date