

MINUTES OF A REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF MILLVILLE

February 25, 2020

A regular meeting of the Millville Housing Authority (MHA) Board of Commissioners was held on Tuesday, February 25, 2020 at the Cedarview Court Community Room. 2045 Wheaton Avenue, Millville, NJ. The meeting convened at 5:00 pm.

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

Karen Chiarello proceeded to call the roll at this time. Present were: Commissioner Chairwoman Santoro, Commissioner Robert Tesoroni, Commissioner Kristina Townsend, Commissioner Charles Flickinger, Commissioner Winfield Pettit, Commissioner Jaclyn Haas-Benner and Executive Director/Secretary Paul Dice. Also present were Solicitor Arnold Robinson and MHA staff.

Chairwoman Santoro asked for a motion for the approval of the January 28, 2020 minutes. Commissioner Flickinger made a motion to approve the minutes and Commissioner Tesoroni seconded. All present were in favor.

Financial Summary

The MHA posted \$24,945 in positive net income for January. The MHA maintains \$85,382 in positive net income fiscal year to date.

The Holly City Family Center (HCFC) posted \$9,123 in positive net income for January. The HCFC's year-to-date net income for the fiscal year to date is negative \$7,479. This is a sizable improvement from last month.

Occupancy

The MHA is currently 95% occupied. Betsy Loyle stated that we are making progress to increase the occupancy, but this has been a hard cycle. Next month alone we have 9 on notice and several people moving to nursing homes.

SHINE After School Program

The program continues to run at full capacity and without any interruptions. A presentation was given to the Community Development Block Grant committee on 2/20/20 in the hopes of securing funding. Another funding application is also being submitted.

Life Skills Program

The Cumberland County Prosecutor's Office has committed \$5,000 to each of three housing authorities in Cumberland County for this program. It's designed as an after-school program for at-risk youth ages 10 to 18. It's a set curriculum covering topics such as money management, safe dating, interviewing

skills, etc. Since SHINE is already providing all of this, we are attempting to get the funding given directly to the HCFC on behalf of SHINE. We are hoping to create a shared services agreement between HCFC and the Prosecutor's office. There isn't a need to create a duplicate program.

Holly City Family Center Up-grades

We have completed the following in the last month:

1. Re-finishing the tile on the main floor.
2. The basement free-weight room has been repainted
3. The ceiling along the hallway leading from the main entrance back to the locker rooms has been repainted.
4. We have increased the lighting via installation of halogen bulbs.

The following is still work in progress:

1. Installing new vinyl on the weight machines in the basement work out areas.
2. Finalizing the leasing of new equipment, e.g., treadmills, ellipticals, Jacob's ladder, new universal equipment, etc. We are still securing bids. The budget is \$35,000.

It is important that the revenues from memberships does not drop. We want everyone to feel they are getting the full benefit of their membership.

Chairwoman Santoro advised that there were resolutions to approve.

Resolution #9-2020 Resolution Approving the Payment of Bills for February

Roll Call Vote:

Motion: Commissioner Tesoroni

Second: Commissioner Flickinger

Roll Call: Unanimous

Resolution #10-2020 Resolution for Closed Session was not used.

Resolution #11-2020 Resolution Approving a Contract Addendum for Paul Dice

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Townsend

Roll Call: Unanimous

Chairwoman Santoro asked if there was any old business. Commissioner Townsend stated that the list of Commissioners needed to be updated on the web site. She also stated that we should provide citations to Paula Ring and Larry Miller for their years of service.

Chairwoman Santoro asked if there was any new business. Commissioner Townsend suggested setting up a committee to begin the process of looking for a new Executive Director. Volunteers were selected. The committee will consist of Chairwoman Santoro, Commissioner Townsend and Commissioner Flickinger. Commissioner Haas-Benner also indicated that she would assist if needed.

Chairwoman Santoro asked if there was any public comment. There was not.

At 5:12 Chairwoman Santoro asked for a motion to adjourn the meeting. Commissioner Townsend made a motion and Commissioner Flickinger seconded. All present were in favor.

Paul Dice – Secretary

Date