

MINUTES OF A REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF MILLVILLE
March 23, 2021

A regular meeting of the Millville Housing Authority (MHA) Board of Commissioners was held on Tuesday, March 23, 2021. The meeting was held virtually through the Go To Meeting Platform. The meeting was convened at 5:00 pm.

Chairwoman Santoro announced that the Sunshine Law had been met, properly posted, and advertised and conducted according to the Open Public Records Act.

Karen Chiarello proceeded to call the roll at this time. Present were: Chairwoman Heather Santoro, Commissioner Charles Flickinger, Commissioner Winfield Pettit, Commissioner Kim Ayres, Commissioner Heather Garrison, Executive Director Paul Dice, and Executive Director Samantha Silvers. Also present were Solicitor Arnold Robinson and MHA staff. Commissioner Jaclyn Haas-Benner was absent.

Chairwoman Santoro asked for a motion for the approval of the February 23, 2021 minutes. Commissioner Ayres made a motion and Commissioner Flickinger seconded. All those present were in favor. Chairwoman Santoro then asked for a motion for the approval of the closed session minutes from the November 2020, December 2020, and January 2021 meetings. Commissioner Flickinger made a motion and Commissioner Ayres seconded. All those present were in favor.

Financial Summary

The MHA posted \$2,320 in positive net income for February 2021. The MHA maintains \$241,419 in positive net income for the fiscal year to date (10/1/20-2/28/21).

The HCFC posted (\$10,202) in negative net income for February 2021. The HCFC maintains (\$47,729) in negative net income for the fiscal year-to-date (10/1/20-9/30/21). We believe we will eliminate the negative fiscal year-to-date amount once we receive forgiveness for the funds received through the Federal Payroll Protection Program.

Occupancy

Our current occupancy rate is 97.2%. The property management staff, and maintenance staff have done great job.

Transition of Executive Directors

Paul Dice and Samantha Silvers are working together to get Samantha oriented to her new position. This includes arranging meetings with HUD, Architects, Property, Casualty and Employee Benefit insurance Brokers, Lawyers, and the Director of Operations for Caring Inc. Paul will continue to work with Samantha through the end of the month.

Millville Housing Authority Personnel

We are currently actively interviewing candidates for another maintenance person. Paul suggests filling the Director of Operations role sooner than later.

Holly City Family Center Operations

As of Friday, March 19, 2021 the gym can increase occupancy to 50%. One of the things we have not done is unilaterally start bank account draws for members. We have waited for members to actively rejoin. It is not uncommon for gyms to resume automatic draws. Paul feels that we can resume the draws following a written notice to the members, which has been done.

We need to decide as to whether to run Summer Camp this year. If we are, then we would need to start advertising now. Even with the current 50% occupancy limitations, Andrea feels that we will be able to accommodate 40-45 children. Our competitors have already started advertising. The prices will be increased from \$130/week to \$140/week.

A lifeguard re-certification class was held on Sunday, March 21, 2021 and there is a full class scheduled for April 24th-26th. We will be holding another re-certification class and possibly another full class if there are enough people.

The gym plans to resume Land Classes (4/1/21) and Group Swim Lessons (5/3/21) with the Boards approval.

The Millville High School tried to negotiate a decrease in their payment for their pool rental. Paul did not agree to this. At this time, they will be paying the full \$36,000 originally negotiated.

The Newfield Swim team has already reserved their spot for next year.

Resolution #17-21 Resolution Approving the Payment of Bills for March 2021

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Pettit

Roll Call: Unanimous

Resolution #18-21 Resolution Approving a Slate of Officers for 2021 Effective 4/1/21

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Pettit

Roll Call: Unanimous

Resolution #19-21 Resolution Approving a Fun Commissioner for 2021 Effective 4/1/21

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Pettit

Resolution #20-21 Resolution Approving the Purchase of 2 Vans

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Pettit

Roll Call: Unanimous

Chairwoman Santoro asked if there was any old business. There was none.

Chairwoman Santoro asked if there was any new business. Samantha Silvers introduced herself to the Board and the employees present. Solicitor Arnold Robinson made a presentation regarding a plaque for Paul in appreciation of his years of service to the MHA.

At 5:20 pm Chairwoman Santoro asked for a motion to adjourn the meeting. Commissioner Flickinger made a motion and Commissioner Pettit seconded. All those present were in favor.