

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

March 22, 2022

A regular meeting of the Millville Housing Authority (MHA) Board of Commissioners was held on Tuesday, March 22, 2022. The meeting was held at the Cedarview Court Community room, 2045 Wheaton Avenue, Millville, NJ. The meeting was convened at 5:03 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 Jaclyn Haas-Benner, and Executive Director Samantha Silver via phone. Also present were Solicitor Arnold Robinson and MHA staff. Commissioner Kim Ayres and Commissioner Heather Garrison were absent.

Chairwoman Santoro asked for a motion to approve the March 1, 2022, minutes. Commissioner Flickinger made a motion and Commissioner Haas-Benner seconded. Commissioner Flickinger and Commissioner Pettit abstained. All others present were in favor.

**Occupancy**

The occupancy rate is 94%. We are under our 95-96%. The fire last month has left us with four unoccupied units. One to two will be back short-term and two will require extensive reconstruction. The long-term vacant units at RVW from the water damage have been repaired and will be back into occupancy soon. Outside contractors for flooring in some units will be utilized to assist with unit turns. The MHA had only four maintenance staff for this month. WE advertised for a maintenance technician and held interviews. Two offers were made, and one applicant accepted. He will start March 23<sup>rd</sup>. We will continue to interview for an additional maintenance technician. We also hired a new property manager. Kassandra has moved on. She will still be assisting with property management duties part time until Miranda returns from maternity leave.

**Scattered Site Disposition**

Executive Director Samantha Silvers is assembling the applications. A resident advisory board meeting has been scheduled for March 31<sup>st</sup>. We will lay out the plan with the board. We will also discuss any policy and procedure updates since it has been some time since the board has met due to pandemic restrictions.

**Holly City Family Center Operations**

We are working on completing the long-term strategic plan. Memberships are still down from pre-covid levels but are higher than they were last month. The Youth/Teen memberships, in particular, are up. The new personal training company has transitioned and are moving forward. We are still working on

the back-end software for Mind Body. Multiple training sessions have been scheduled. Spring camp has been posted and registrations are being accepted.

### **Grants**

The THRIVE Life Skills spring session has started. We are seeking additional funding through the Community Resource Development Funds via the NJ Dept. of Children & Families (NJDCF) Children's System of Care (CSOS). The applications should be fairly easy as they have the same guidelines as the grants we have now.

The Office of Faith Based Initiatives grant has a new round of funds being released. The applications are due in May.

The BB&T/Truist have been very supportive. We had a call with the Director on March 8<sup>th</sup> to explore longer term community funding. She is behind on processing impact reports so we will talk again in a month. Commissioner Haas-Benner will send a link for the 2022 funding application.

We are applying for an AARP grant to support MHA tenant Services at the HCFC for members 50+ years old. This was submitted March 21<sup>st</sup>.

Chairwoman Santoro indicated that there were resolutions to approve.

### **Resolution #13-22**      Resolution Approving the Payment of Bills for March 2022

#### Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Haas-Benner

Roll Call: Unanimous

### **Resolution #14-22**      Resolution Approving the Purchase of a Van for Maintenance

#### Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Haas-Benner

Roll Call: Unanimous

Chairwoman Santoro asked if there was any old business. Samantha stated that we have not rebid the Lawn Care/Snow Removal bid. We are looking to publish in the next week or two. Commissioner Pettit stated that he would call, he has some ideas to share.

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

Chairwoman Santoro asked if there was any public comment. Tracy wanted to thank the MHA for acting so quickly after the fire at HBC. She is very grateful for the staff. Yolanda stated that she and Bill Jaime were working on some of the issues presented by Mrs. Conti from the last meeting.

At 5:22 pm Chairwoman Santoro asked for a motion to adjourn the meeting. Commissioner Flickinger made a motion and Commissioner Haas-Benner seconded. All present were in favor.

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Samantha Silvers – Secretary

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Date