

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

June 28, 2022

A regular meeting of the Millville Housing (MHA) Board of Commissioners was held on Tuesday, June 28, 2022. The meeting was held at the Cedarview Court Community Room, 2045 Wheaton Avenue, Millville, NJ. 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.

Denise Smith proceeded to call the roll at this time. Present were Chairwoman Heather Santoro, Commissioner Charles Flickinger, Commissioner Winfield Pettit, Commissioner Jaclyn Haas-Benner, Commissioner Kim Ayres, and Executive Director Samantha Silvers. Also present were Solicitor Matthew Robinson and MHA staff.

Chairwoman Santoro asked for a motion to approve the May 24, 2022, minutes. Commissioner Flickinger made a motion and Commissioner Haas-Benner seconded. All those present were in favor.

Occupancy

The occupancy rate is 95%, which is up slightly from last month. This was increased along with preparing for REAC inspections. Fabbri continues to work on 1143, 1145, and 1147 Holly Berry Court (HBC). We have a full, active maintenance staff after hiring an additional full-time technician. We still have one on longer term disability.

Scattered Sites/Disposition

The appraisal inspections have been completed. The amounts are listed in the table below. Phase I investigations for ten of the properties were done, these had not been done previously. No significant findings were reported. Minor notes include former above ground heating oil tanks and one possible under ground tank at 618 Dock Street. The State Historic Preservation Office (SHPO) consult and an additional tenant outreach meeting need to be completed before making final application.

ADDRESS	STATUS	APPRAISAL
4 East Green Street	Semi Detached - Occupied	\$60,000
84 West Main Street	Semi Detached - Occupied	\$65,000
86 West Main Street	Semi Detached - Occupied	\$65,000
309 McNeal Street	Single Family - Boarded	\$45,000
519 Pine Street	Semi Detached - Vacant	\$45,000
202 Sharp Street	Single Family - Boarded	\$50,000
204 Sharp Street	Single Family - Occupied	\$95,000
2-4 East Vine Street	Semi Detached - Occupied	\$120,000

643 Buck Street	Semi Detached - Boarded	\$45,000
907 Buck Street	Semi Detached - Boarded	\$40,000
618 Dock Street	Single Family - Occupied	\$80,000
202 East Broad Street	Vacant Lot	\$1,900
204 East Broad Street	Vacant Lot	\$1,900
304 East Broad Street	Vacant Lot	\$1,900
306 East Broad Street	Vacant Lot	\$1,900
	TOTAL	\$597,720

REAC Inspections

HUD conducted the inspection at HBC on June 8th. We were able to have the three main fire damaged units removed from inventory for the modernization which does two things; 1) it removed the units from the REAC inspection lottery, and 2) allows us to continue to receive per unit month Operating Subsidy. We received a score of 84 which is a significant improvement from the most recent inspection score of 76. Scoring between 80-90 results in a 2-year inspection cycle, instead of annually. The inspection was also conducted for Maurice View Plaza. We were not approved for the deferral we had requested that was connected to our demo/dispo application. Jaycee Plaza is scheduled for inspection on July 12th. Based on HUD communications all our properties will be inspected by the end of the year.

Holly City Family Center Operations

Membership remains constant.

Summer Camp

Camp began on June 20th. Andrea applied for and received a \$25,000 State issued Summer Camp Grant. Fifty percent of the grant will go towards operating expenses and the other fifty percent will go to eligible families. This is like the grant that was received last year. We are working with the County summer workforce grant which will pay the salaries for approximately two hundred hours for six of our summer employees. This will be approximately \$15,000 in savings. Thank you to Commissioner Ayres for putting us in contact with the program. There was a general overview discussion of the camp schedule and activities. Samantha complimented Andrea on managing the staff and schedules. The Summer Feeding program through the Community Food Bank of NJ has started and is providing campers with breakfast and lunch free of charge.

Commissioner Ayres also advised that the CCI had addition Covid relief funding. We applied for and received \$10,000 to support operating costs including salaries.

Samantha and Nick put together an updated budget (see attached) to reflect the additional tuition from the increased number of campers and the grant funding that has been received. The commissioners were pleased with the updated numbers.

An employment contract has been signed with Shawn Connors of Rise and Shine to better define the role and procedures for the program and staff. The most important task is defining a calendar and associated budget. Rise and Shine will be holding pop-up events at HBC starting in July to bring activities

to the children living there. They will also be having “Mission Mondays” that will be an outreach project for the MHA senior residents.

There will be an update next month regarding the long-term planning, including the development of MHA tenant services by the HCFC.

Grants

There still has not been an announcement for the Community Resource Development Funds via the NJ Department of Children and Families (NJDCF) Children’s System of Care (CSOC). The announcement was supposed to have been made on May 18, 2022.

The Office of Faith Based Initiative Grant was submitted for \$15,000 to support tutoring and homework assistance by the due date. No announcement or anticipated announcement date has been given. However, the funding period is from July 1, 2022, through June 30, 2023.

The BB&T/Truist Grant is still in process. We are working on the supporting documents for the grant, including the impact from the previous funding.

An application was submitted for a Safety and Security grant for capital needs related to Safety and security measures necessary to address crime and drug related activity or for safety emergencies requiring the purchase, repair, replacement, or installation of carbon monoxide detectors. An award would support security camera and unit entry door upgraded at Jaycee Plaza.

Telecom Audit

The voice and mobility phase of the audit has been completed. Spyglass found a monthly savings of \$532.15.

JIF Right to Know and Risk Control Inspection

The inspections have been conducted. The MHA will move forward with recommendations in upcoming reports to ensure JIF compliance.

Chairwoman Santoro indicated that there were resolutions to approve.

Resolution #18-22 Resolution Approving the Payment of Bills for June 2022

Roll Call Vote:

Motion: Commissioner Pettit

Second: Commissioner Haas Benner

Roll Call: Unanimous

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

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Chairwoman Santoro asked if there was any public comment. There was none.

At 5:25 Chairwoman Santoro asked for a motion to adjourn the meeting and move into the HCFC meeting. Commissioner Flickinger made a motion and Commissioner Pettit seconded. All present were in favor.

Samantha Silvers – Secretary

Date