

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

October 22, 2024

A regular meeting of the Millville Housing Authority (MHA) Board of Commissioners was held on Tuesday, October 22, 2024. The meeting was held at the Riverview East community room, 130 S. Second Street, Millville, NJ. The meeting was convened at 5:05 pm.

Chairwoman Santoro announced 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 Barfield, and executive Director Samantha Silvers. Also present were Solicitor Matthew Robinson and MHA staff.

Chairwoman Santoro asked for a motion to approve the September 24, 2024, minutes. Commissioner Flickinger made a motion and Commissioner Barfield seconded. All present were in favor.

**Correspondence**

Board Vacancies – The City of Millville made a motion to appoint a Commissioner to the MHA Board with no second. Samantha Silvers was contacted by the Clerk and said there was a new request for the MHA board which will go before the City Commission at the next meeting with the potential new appointment to be sworn in for our November MHA meeting.

**Occupancy & Maintenance**

We remain at an occupancy rate of 90%. Occupancy is our current focus since we have completed 3 of our 4 REAC inspections.

- JCP – Score of 83 = 2-year pass
- RVW – Score of 76 = 1 year pass
- HBC - Score of 82 = 2-year pass
- MCP – scheduled for 11/6

**Scattered Site/Disposition**

We now have approval for both disposition applications. We currently have four occupied units. The Board approved a consultant contract at the previous meeting, and we have initiated movement on the Tenant Relocation Plan. We also received notice of the award of funding from our Tenant Protection Vouchers.

**Projects**

Roof replacement	JCP	We have not had issues with leakage.
County Emergency Telecom	JCP	Work is ongoing.
Camera upgrades	JCP, HCFC	<i>July. No Update.</i>
MVP fire alarm panel	MVP/HCFC	<i>The alarm has been going off due to malfunctioning of system. We are in the process of replacing it. The Fire Dept. has reached out due to repeated alarms, and we have been in communication with them regarding the upgrades.</i>

**Holly City Family Center Operations**

- The Learn to Swim grant application window will open in October, we will reapply.
- Memberships have increased by about 40 since last month. This brings us to our pre-COVID level.
- Current Programming & Rentals:
  - Weight Watchers
  - MHA Tenant Services open swim
  - Tiger Sharks swim team
  - MHS & CRHS swim teams will start on November 25<sup>th</sup>
  - Chair Yoga to begin in November for tenant services
- Grants
  - Awarded \$24,000 for the Cumberland County Youth Services Grant
    - Will offset costs for Rise & Shine and overhead to operate the program
    - Potential for two 1-year renewals
  - Awarded \$9,800 for the Cumberland County Youth Violence Prevention
    - Held additional teen programming during the summer. Some funds went towards administering the program.
  - HCDC Equipment Grant, new equipment was installed

- HCDC Façade Grant will be used to update and add new signage.

Chairwoman Santoro indicated that there were resolutions to approve.

**Resolution #29-24** Resolution Approving the Payment of Bills for October 2024

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Barfield

Roll Call: Unanimous

**Resolution #30-24** Resolution Approving a Contract for Audit Services 2024-2025

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Pettit

Roll Call: Unanimous

**Resolution #31-24** Resolution Approving a Contract for Architectural Services 2024-2025

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Barfield

Roll Call: Unanimous

**Resolution #32-34** Resolution Approving a Contract for Fee Accounting Services 2024-2025

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Barfield

Roll Call: Unanimous

**Resolution #33-24** Resolution Approving a Contract for General Legal Services 2024-2025

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Barfield

Roll Call: Unanimous

**Resolution #34-24** Resolution Approving a Contract for Landlord Tenant Services 2024-2025

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Barfield

Roll Call: Unanimous

**Resolution #35-24** Resolution Approving a Contacts for Realtor Services

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Barfield

Roll Call: Unanimous

**Resolution #36-24** Resolution Approving a Contract for Snow Removal Services 2024-2025

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Barfield

Roll Call: Unanimous

**Resolution #37-24** Resolution Approving the Application for the Disposition of Vacant Lots

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Barfield

Roll Call: Unanimous

**Resolution #38-24** Resolution Authorizing for a Cooperative Pricing Agreement with TIPS

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Barfield

Roll Call: Unanimous

Chairwoman Santoro asked if there was any old business. Several developments have expressed interest in forming Resident Councils, we are working to formalize them.

Chairwoman Santoro asked if there was any new business. MHA & HCFC will be attending a symposium sponsored by the Office on Aging in November.

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

At 5:28 pm Chairwoman Santoro asked for a motion to adjourn the meeting. Commissioner Barfield made a motion and Commissioner Flickinger seconded. All present were in favor.