

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

July 28, 2026

A regular meeting of the Millville Housing Authority (MHA) Board of Commissioners was held on Tuesday, July 28, 2026. The meeting was held at the Riverview West Community room, 100 Riverside Drive, Millville, NJ 08332. The meeting was called to order at 5:01pm.

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. Present were Chairwoman Heather Santoro, Commissioner Charles Flickinger, Commissioner Winfield Pettit, Commissioner Jennifer Hainley, and Executive Director Samantha Silvers. Also present were Solicitor Matthew Robinson, Accountant Tony Polcari, and MHA staff.

Chairwoman Santoro asked for a motion to approve the minutes from the June 23, 2026, meeting. Commissioner Flickinger made a motion and Commissioner Pettit seconded.

**Finance**

Accountant Tony Polcari was present to discuss the standing of the current fiscal year and the budget for the upcoming fiscal year.

HUD's operating subsidy for the current fiscal year gave us eighty-six percent of what we budgeted. This results in a short fall of approximately \$170,000.00. We hired a security company and spent approximately \$181,000.00. Due to the harsh winter conditions, we spend approximately \$164,000.00 over budget on snow removal. Overall, we are \$161,000.00 over budget for expenses. Actual revenues were \$160,000.00 more than budgeted. This, along with being able to transfer some of our capital funds to operating funds, means we will be able to cover all our expenses. We do have \$1.3 million in restricted funds for property improvements. The Housing Choice Voucher program is in good shape.

The contract for Security services was also discussed. The MHA will not be renewing the contract and is working on a more financially feasible solution.

## Correspondence

We were notified that we received a preliminary score of 95 – A for our NSPIRE inspection at Holly Berry Court that was performed on July 7, 2026. We have been contacted with our 28-day notice for inspections for Jaycee Plaza. This will be August 17, 2026. We have done internal inspections, and necessary repairs have been assigned.

## Occupancy, Property Management & Maintenance

The current occupancy rate is 95%.

## Projects

|                        |                    |                                                                                                                                                           |
|------------------------|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Cameras                | JCP, MVP           | <i>July – MVP has new quote to review for additional cameras and JCP will be scheduled for walk through.</i>                                              |
| Paving                 | RVE, RVW, CVC, HBC | <i>July – no update. Will consider bidding out remaining work due to purchasing thresholds.</i>                                                           |
| Roadway reconstruction | Ferguson           | <i>July – Paving is complete. Minor punch list items.</i>                                                                                                 |
| Exterior Lighting      | Ferguson           | <i>May. – Revising scope of work since ACE upgraded some lighting – Will be replacing pedestrian light pole heads (after roadway reconstruction).</i>     |
| Fencing                | Ferguson           | <i>July – to be installed around trash surrounds and privacy fence along Sharp St. alley. Also need some repairs from storm. Obtaining second quotes.</i> |

## Holly City Family Center Operations

- \$50,000 loan from Holly City Development Corporation for remodeling the exterior courtyard including installation of new equipment and surfacing was approved.
- *LearnToSwim 2026 – Submitted Youth and Adult Learn to Swim grant applications.*
  - o *Youth Learn to Swim awarded and in progress.*
  - o **Adult Learn to Swim June Update – additional funding became available and we were awarded \$4,500.**
- Memberships have increased seem to average around 550 **but increased by 30 last month and maintained that for July** (membership contracts, not individuals) for the main membership categories: Adult, College, Family, Single Parent, Senior, and Youth.
- Current programming/rentals:
  - o Swim Team Rentals in process for upcoming seasons: Tiger Sharks, Cumberland Regional, Millville High School, and Special Olympics
  - o MHA Tenant Services open swim times
  - o Session III for 2026 began July 27<sup>th</sup>. We will be able to run Saturday lessons after this session through our support from the US Swimming Learn to Swim Grants.
  - o Summer Camp registration is full. Camp runs June 22-Aug 28.
- Facility Updates
  - o **New turf installed in courtyard.**
- Grants
  - o Applied for Cumberland County Youth Services Grant. Amended 2025 award of \$39,000.
    - *Offset costs for Rise & Shine and overhead to operate the program.*
    - *in year 2 with a 3<sup>rd</sup> year renewal in 2026.*
    - *Dec. – We were issued additional funding to cover 5 more children.*
  - o City CDBG Grant – Submitted.

Chairwoman Santoro announced that there were resolutions to approve.

### **Resolution #26-26** Resolution Approving the Payment of Bills for July 2026

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Pettit

Roll Call: Unanimous

### **Resolution #27-26** Resolution Approving the Budget for Fiscal Year 2026-2027

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Pettit

Roll Call: Unanimous

Chairwoman Santoro asked if there was any new business. Executive Director Samantha Silvers advised the board that a meeting is scheduled for August 12<sup>th</sup> to work on having the Troubled status removed regarding the HCV program.

Caring Inc. is interested in additional office space. This would help make up for the loss of the Health Department rental at Maurice View Plaza.

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

Chairwoman Santoro asked if there was any public comment.

Debbie Handy (RVW 4K)

- Wants the public restrooms re-opened.
- Wants the call box fixed. *Yolanda has a call in to the company regarding the current issues.*
- Does not want people leaving donated clothes in the community room.

Patty Cakert-Lax (RVW 2K)

- Wants the public restrooms re-opened
- Wants the call box fixed.
- She was assaulted by another tenant and wants to know why she is still living in the building. *Solicitor Robinson stated that the matter could not be discussed publicly and he would speak to her after the meeting.*

Tracy Gonzales (RVW 3C)

- Called the office to give new number for the call box. Still having issues.

Yolanda advised that there would be new office hours listed for Property Management.

At 5:44pm Chairwoman Santoro asked for a motion to adjourn the meeting. Commissioner Flickinger made a motion and Commissioner Pettit seconded. All present were in favor.