

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

October 28, 2025

A regular meeting of the Millville Housing Authority (MHA) Board of Commissioners was held on Tuesday, October 28, 2025. The meeting was held at the Riverview East Community room, 130 South Second Street, Millville, NJ 08332. The meeting was convened at 5:05pm

Vice-Chairman Charles Flickinger 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. Present were Vice-Chairman Charles Flickinger, Commissioner Winfield Pettit, Commissioner Kim Barfield, Commissioner Jennifer Hainley, and Executive Director Samantha Silvers. Also present were Solicitor Matthew Robinson and MHA staff. Chairwoman Heather Santoro was absent.

Vice-Chairman Flickinger asked for a motion to approve the minutes from the August 26, 2025, meeting. Commissioner Pettit made a motion and Commissioner Barfield; all others were in favor.

Occupancy

Our occupancy rate is up to 96% and we are in compliance with the HUD occupancy goal. We have achieved this by reviewing and implementing best practices for occupancy efficiencies including:

1. Accurate management reporting on vacant unit turns using our existing workorder system.
2. Routine/Preventative maintenance and capital fund projects to address repeating issues.
3. Quality of the waitlist and annual purges.
4. Increased communication between Admin/Finance, Property Management, and Maintenance staff.



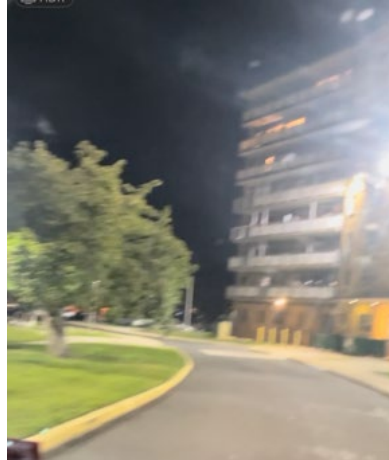
Scattered Sites/Disposition

July Update

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|-----------------------|-------------------------|------------------|------------------|
| <i>643 Buck St.</i> | <i>Closed 4/23/2025</i> | <i>\$90,000</i> | <i>\$106,000</i> |
| <i>907 Buck St.</i> | <i>Closed 4/23/2025</i> | <i>\$90,000</i> | <i>\$107,000</i> |
| <i>519 Pine St.</i> | <i>Closed 4/23/2025</i> | <i>\$100,000</i> | <i>\$115,519</i> |
| <i>309 McNeal St.</i> | <i>Closed 4/23/2025</i> | <i>\$112,000</i> | <i>\$122,000</i> |

| | | | |
|-----------------|----------------------|---------------------------------------|-----------|
| 618 Dock St. | Closed 7/23/25 | \$184,999 | \$150,000 |
| 202 Sharp St. | Closed 7/23/25 | \$125,000 | \$125,000 |
| 4 E. Green St. | Closed 8/12/2025 | \$120,000 | \$135,000 |
| 2-4 E. Vine St. | Closed 8/12/2025 | \$225,000 | \$240,000 |
| 84 W. Main St. | Closed 7/31/2025 | \$160,000 | \$180,000 |
| 86 W. Main St. | Closed 10/22/2025 | \$160,000 | \$180,000 |
| 204 Sharp St. | Listed | \$219,000 \$199,900 | |

Projects

| | | |
|--|---|--|
| Cameras | JCP, MVP | <i>Sept. – Finalizing MVP project. Obtaining JCP quotes.</i> |
| Paving | All sites | <i>Oct. – Engineer and Architect will have bid ready for late winter bid, early spring project</i> |
| Exterior Lighting | Ferguson, RVE, RVW | <i>Oct. – Complete.</i> |
|  |  |  |
| RVW | | |
| MVP Roof | MVP | <i>Oct. – Shingle bid award on agenda. EPDM (Flat) Roof Bid opening 10/21/25.</i> |
| Security Guard | Multiple Sites | <i>Oct. – Security in place Mon-Fri 5PM – 8AM and 24/7 Sat & Sun</i> |
| Fire Pump | JCP | <i>Oct. – Replacement complete</i> |

Wildwood Shared Services

Everything is operating smoothly, and they are meeting all deadline.

MHA Grants

We are finalizing the AARP grant for the shade structure at Riverview West.

Holly City Family Center Operations

- LearnToSwim– Grant application window will open in October. *June – Awarded. We are implementing free swim lesson scholarships for income eligible applicants. Reporting period over 12/31/2025.*
- Memberships have decreased slightly but seem to average around 550 (membership contracts, not individuals) monthly for the main membership categories: Adult, College, Family, Single Parent, Senior, and Youth.
- Current programming/rentals:
 - Swim Team Rentals in process for upcoming seasons: Tiger Sharks, Millville High School, Cumberland Regional and Special Olympics
 - Weight watchers
 - MHA Tenant Services open swim times
 - Swim lessons are finished until Spring
 - BingoFIT at MHA sites – 4 sessions monthly under tenant services
 - Considering a Winter fitness camp
- Facility Updates
 - Utilized a small grant for site work in the courtyard to prep for potential obstacle course



- Grants
 - 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 potential 3rd year renewal in 2026.*
- *Monitoring was held June 24. Received compliance report.*
- Several grants are opening this first quarter that I intend to apply for HCFC and senior services – NJ Office of Faith Based Initiatives, Walmart Spark Good, OceanFirst General Capacity, Creative Aging Initiative
 - *NJ Office of Faith Based Initiatives for Senior fitness Services – Denied*
 - *City CDBG Grant - Submitted*
 - Cumberland County Youth Violence Cessation INITIATIVE (CCYVCI)
 - We received \$10,000 last year (max)
 - Awarded \$25,000 this year (max). *Update – All current reporting and draws have been approved.*
 - To support community swim and youth personal training sessions with Stay Fit Advanced Fitness. Youth will also receive memberships to the gym.
 - Oceanfirst General Operating
 - *Oct. – Denied*

Vice-Chairman Flickinger indicated that there were resolutions to approve.

Resolution #34-25 Resolution Approving the Payment of Bills for September & October 2025

Roll Call Vote:

Motion: Commissioner Pettit

Second: Commissioner Hainley

Roll Call: Unanimous

Resolution #35-25 Resolution Approving a Contract for Shingle Roof Replacement MVP

Roll Call Vote:

Motion: Commissioner Pettit

Second: Commissioner Barfield

Roll Call: Unanimous

Resolution #36-25 Resolution for NJPHA JIF – Membership Renewal 2026-2028

Roll Call Vote:

Motion: Commissioner Pettit

Second: Commissioner Hainley

Roll Call: Unanimous

Resolution #37-25 Resolution Approving a Contract for EDPM Roof Replacement MVP

Roll Call Vote:

Motion: Commissioner Pettit

Second: Commissioner Barfield

Roll Call: Unanimous

Resolution #38-25 Resolution Approving Entering into a Tenant Participation Funds Agreement with the Cedarview Court Resident Council

Roll Call Vote:

Motion: Commissioner Pettit

Second: Commissioner Barfield

Roll Call: Unanimous

Resolution #39-25 Resolution Approving Entering into a Tenant Participation Funds Agreement with the Jaycee Plaza Resident Council

Roll Call Vote:

Motion: Commissioner Pettit

Second: Commissioner Hainley

Roll Call: Unanimous

Vice-Chairman Flickinger asked if there was any new business. Samantha handed out the property manager's tracking with an updated format.

Vice-Chairman Flickinger asked if there was any old business. There was none.

Vice-Chairman Flickinger asked if there was any public comment. There was none.

At 5:24 pm Vice-Chairman Flickinger asked for a motion to adjourn the meeting. Commissioner Pettit made a motion and Commissioner Hainley seconded. All present were in favor.