

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

July 22, 2025

A regular meeting of the Millville Housing Authority (MHA) Board of Commissioners was held on Tuesday, July 22, 2025. The meeting was held at the Riverview West community room, 100 Riverside Drive, Millville, NJ. The meeting was convened at 5:02 pm.

Chairwoman Heather 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. Present were Chairwoman Heather Santoro, Commissioner Charles Flickinger, Commissioner Kim Barfield (by phone), Commissioner Jennifer Hainley, and Executive Director Samantha Silvers. Also present were Solicitor Matthew Robinson, Accountant Anthony Polcari, and MHA staff. Commissioner Winfield Pettit was absent.

Chairwoman Santoro asked for a motion to approve the minutes from the June 24, 2025, meeting. Commissioner Flickinger made a motion and Commissioner Hainley seconded; all others were in favor.

Occupancy & Maintenance

We are still at a 94% occupancy rate. There have been nine lease ups since May. We have five lease-ups scheduled and another four ready. We should be at 95-96% after that.

Resolutions

We have resolutions for Memorandums of Understanding (MOU) for Jaycee Plaza and Cedarview Court. These will establish Resident Councils at each location. They are expected to meet three times a year and should be run like our board meetings. HUD mandates that the MOUs be reviewed/revised every three years.

Scattered Sites/Disposition

<i>July Update</i>		<i>Listing Price</i>	<i>Actual Sale Price</i>
<i>643 Buck St.</i>	<i>Sold</i>	<i>\$90,000</i>	<i>\$106,000</i>
<i>907 Buck St.</i>	<i>Sold</i>	<i>\$90,000</i>	<i>\$107,000</i>
<i>519 Pine St.</i>	<i>Sold</i>	<i>\$100,000</i>	<i>\$115,519</i>

309 McNeal St.	Sold	\$112,000	\$122,000
618 Dock St.	Under Contract Closing 7/23/25	\$184,999	\$150,000
202 Sharp St.	Under Contract Closing 7/23/25	\$125,000	\$125,000
4 E. Green St.	Under Contract In HUD review	\$120,000	\$135,000
2-4 E. Vine St.	Under Contract In HUD review	\$225,000	\$240,000
84 W. Main St.	Under Contract In HUD review- Closing 7/23/25	\$160,000	\$180,000
86 W. Main St.	Offer made- made counteroffer	\$160,000	-
204 Sharp St.	Listed	\$219,000	-

Projects

Cameras	JCP, MVP	July – reviewing quotes. Obtaining additional proposals.
Paving	All sites	July – Survey completed and should be ready for review next week to start design phase.
Exterior Lighting	Ferguson, RVE, RVW	July – Revising scope

Wildwood Shared Services

Their PHA plan was submitted. They continue to operate well and meet all deadlines.

MHA Grants

We were awarded the AARP Challenge Grant and were awarded \$12,500. We were originally planning to have a shade structure but have revised the plan to raised flower beds only. Samantha had a meeting with the tenants prior to the board meeting.

Holly City Family Center Operations

- Learn to Swim– Grant application window will open in October. June – Awarded. We are implementing free swim lesson scholarships for income eligible applicants. First round of lessons will end this week, and we will do evaluations. The next round

starts next week, and we should be able to meet the grant objective to serve 50 underserved youth.

- Memberships are consistent with last month.
- Current programming/rentals:
 - o HCFC hosted a water safety class for Connecting Families at no cost for community programming.
 - o Weight watchers
 - o MHA Tenant Services open swim times
 - o Special Olympics is done for now.
 - o Swim lessons, next session starts 7/28/25.
 - o Lifeguard Recertification Class held July 20
 - o Bingo FIT at MHA sites – 4 sessions monthly under tenant services.
- Facility Updates
N/A
- 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 potential 3rd year renewal in 2026.*
 - *Monitoring was held June 24.*
 - o 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
 - o *NJ Office of Faith Based Initiatives for Senior fitness Services – Denied*
 - o *City CDBG Grant - Submitted*
 - o Cumberland County Youth Violence Cessation INITIATIVE (CCYVCI)
 - We received \$10,000 last year (max)
 - Will be applying for \$25,000 this year (max) *May update – Awarded. Working on implementation.*
 - To support community swim and youth personal training sessions with Stay Fit Advanced Fitness. Youth will also receive memberships to the gym.
 - o Ocean first Summer Camp Grant
 - Will apply for \$250 per eligible campers to offset camp fee. *May – Not awarded.*
 - o Ocean first General Operating
 - Will apply for \$15,000 (fixed amount over 2 years). *-May – Submitted*
 - o *TD Bank Charitable Foundation*
 - *Will be applying for 1 or both of:*

- *Regional Grant to support an event/project – min. of \$5,000.*
- *Capacity Building grant for Training, Talent, Tools – min. of \$25,000 – max of \$150,000. Looking to make application for program coordinator.*
- *Due 5/20*
- Walmart Spark Good Grant
 - Looking to apply for CPR/First Aid training supplies, materials, staff
 - Up to \$5,000
 - *May – Not awarded.*

Accountant, Tony Polcari presented the budget information. He started by explaining the process for new board members. The Department of Community Affairs (DCA) requires that we certify information to the website and submit a copy of the resolution. The only significant changes to the budget are the employer’s contributions to the pension system. They will increase from 12% to 17%. We are also anticipating increases in the health benefit costs. The DCA requirements keep the housing authorities honest about how the money is being used and provides oversight. We also must provide information on the accrued unpaid leave time and any shared services agreements.

Financially the MHA is on track for another successful year. We do need to get our occupancy rate up above 97%. We will lose subsidy if the rate is below that.

Chairwoman Santoro indicated that there were resolutions to approve.

Resolution #26-25 Resolution Approving the Payment of Bills for July 2025

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Hainley

Roll Call: Unanimous

Resolution #27-25 Resolution Approving the Budget for Fiscal Year 2025-2026

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Hainley

Roll Call: Unanimous

Resolution #28-25 Resolution Approving an MOU for Jaycee Plaza Resident Council

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Hainley

Roll Call: Unanimous

Resolution #29-25 Resolution Approving an MOU for Cedarview Court Resident Council

Roll Call Vote:

Motion: Commissioner Flickinger

Second: Commissioner Hainley

Roll Call: Unanimous

Chairwoman Santoro asked if there was any new business. Security for RVW and possibly MVP going out for bid. Samantha also indicated that property management hours would be increasing.

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

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

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