

**MINUTES OF THE JUNE 2019 MEETING
OF THE WILDWOOD HOUSING AUTHORITY**

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, June 26, 2019, at 3700 New Jersey Avenue, Wildwood, New Jersey 08260. The meeting convened at 5:00 p.m.

Chairperson Ronald Harwood announced the Sunshine Law requirement had been met, properly posted and advertised.

The meeting was called to order by Chairperson Ronald Harwood, who announced the meeting was being conducted under the Open Public Meetings Act.

Chairperson Ronald Harwood proceeded to call the roll at this time. Present were: Vice Chairperson Juanita Jones, Commissioner Sandi Harris, Commissioner Patricia Campbell, and Commissioner Sue Maxwell. Also, present were Executive Director Paul Dice, Matthew J. Robinson WHA Solicitor, Karen L. Chiarello Director of Administration and Betsy Loyle Director of Operations.

EXECUTIVE DIRECTOR'S REPORT:

The Wildwood Housing Authority (WHA) posted \$10,262 in positive net income for May 2019. The WHA maintains \$29,519 year-to-date positive net income.

UNIT OCCUPANCY:

Actual vacancies as of 6/26/2019:

Sandman Towers:	2
Commissioners Court:	2

RECOMMENDED AGENCY PRIORITIES:

1. Paul Dice Executive Director talked about Asset Re-positioning. In keeping with HUD rules, we had the required meetings with Sandman Towers residents regarding converting Sandman Tower to a Rental Assistance Demonstration (RAD) funding platform. The minutes for those meeting will be forwarded to HUD.
2. Paul Dice Executive Director gave an update on the Former Charles Harvey Building trying to convert into a laundry service facility for Iona pending approval, but the project had been rejected by the Wildwood Zoning Board's.
3. Paul Dice Executive Director seeking approval for Nan McKay for Consulting Services.
4. Paul Dice Executive Director recommends a 3% Cost of Living Adjustment for the WHA Employees.

ADMINISTRATIVE REPORTS:

1. Yinelda Dorta Assistant Executive Director discussed getting ready for REAC Inspection of Sandman Towers such as doing a mock inspection, HUD REAC Inspections are scheduled for July 12, 2019, doing building walk through to spot any issues and repairs that are needed, still working on the REAC issues that were pointed out previously. We are redoing the parking lots. We are fixing lighting and cutting trees to help IT with camera visuals. The WHA Maintenance guys are now using the PHA-WEB Mobile for Work Orders.
2. Karen L. Chiarello Director of Administration notified the board members of the new updated Wildwood Housing Authority Website.
3. Betsy Loyle Director of Operations talked about PHA-WEB software format revamping, they are offering free training classes for staff. Betsy gave the residents an idea as to what the HUD REAC Inspections are looking for regarding your Apartment.

PUBLIC PORTION:

- Paula Robbins Apt 106 when are we getting window screens, can not open windows bugs flying in, can she get her own window and get reimbursed.
- Carol Jones Apt 605 asked about someone being assigned from HUD to give more help regarding RAD.
- David Farrell Apt 1010 wants drapes hung up in his room, downstairs CSP Dining bathroom is always a mess.

- Paula Robbins Apt 106 spending money to fix roadway, can we save it to make the windows screens.
- Dorothy Doyle Apt 405 mock inspection will it be the apartments.
- Stephan Vosper Apt 503 when is the inspection and what are they looking for.

APPROVAL OF MINUTES & RESOLUTIONS:

Chairperson Ronald Harwood requested for a motion for approval for the Wednesday, April 24, 2019, Meeting Minutes Commissioner Maxwell made the motion and Commissioner Campbell seconded. All others present were in favor.

The monthly payables and resolutions were presented for approval at this time:

Resolution# 2019-23

Approving the Payment of Regular Bills

Roll Call Vote:

Motion: Commissioner Harris

Second: Commissioner Jones

Roll Call: Unanimous

Resolution# 2019-24

Approving the Capital Fund Program, Electronic Transfers & Congregate Expenses Bills Payment

Roll Call Vote:

Motion: Commissioner Jones

Second: Commissioner Campbell

Roll Call: Unanimous

Resolution# 2019-25

Approving to Execute a Rental Assistance Demonstration (RAD) Program Application with HUD and Certifying an Agreement to Comply with all Requirements of the Program and PIH Notice 2012-32

Roll Call Vote:

Motion: Commissioner Harris

Second: Commissioner Campbell

Roll Call: Unanimous

Resolution# 2019-26

Approving the Payment of Regular Bills

Roll Call Vote:

Motion: Commissioner Jones

Second: Commissioner Campbell

Roll Call: Unanimous

Resolution# 2019-27

Approving the Capital Fund Program, Electronic Transfers & Congregate Expenses Bills Payment

Roll Call Vote:

Motion: Commissioner Maxwell

Second: Commissioner Jones

Roll Call: Unanimous

Resolution# 2019-28

Authorizing a Collective Bargaining Agreement of 3% for the COLA for the WHA Employees for 2019

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Harris

Roll Call: Unanimous

Resolution# 2019-29

Approving Contract Award for Electrical Services

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Harris

Roll Call: Unanimous

Resolution# 2019-30

Approving Resolution for Executive Closed Session

Roll Call Vote:

Motion: Commissioner Jones

Second: Commissioner Harris

Roll Call: Unanimous

Chairperson Ronald Harwood inquired if there was any old or new business.

Chairperson Ronald Harwood requested for a motion to adjourn the WHA public meeting at 5:47 pm Commissioner Maxwell made the motion, Commissioner Jones seconded. All present were in favor.

Paul F. Dice
Board Secretary

Date