

**MINUTES OF THE APRIL 2016 MEETING
OF THE WILDWOOD HOUSING AUTHORITY**

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, April 27, 2016 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 Vice Chairperson Juanita Jones, 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 Patricia Campbell, Commissioner Sue Maxwell and Commissioner Sandi Harris were present. Also present were Executive Director Paul Dice and Matthew J. Robinson WHA Solicitor.

EXECUTIVE DIRECTOR'S REPORT

For the period starting March 2016, the WHA posted a negative monthly net income of \$2,023 and it maintains a positive net total income of \$55,155 for the fiscal year-to-date (4/1/15 to 3/31/16). WHA has operated during that time period without having to deplete reserves.

UNIT OCCUPANCY

	<u>Percentage</u>	<u>Actual vacancies as of 04/30/2016:</u>
Sandman Towers:	97 %	5(3 Leased up before 04/30/2016)
Commissioners Court:	96 %	4(2 Leased up before 04/30/2016)

RECOMMENDED AGENCY PRIORITIES

1. Executive Director Paul Dice introduced Architect, Lawrence J. Merighi, from Manders, Merighi, Portadin & Farrell who talked about the new office design and price.
2. Executive Director Paul Dice introduced the senior management team for Caring Inc. Joe Dougherty, Barbara Jewell and Norma Santiago to talk about the changes that are happening in Caring, such as field trips and events for ALP residents.
3. Executive Director Paul Dice talked about getting help from Senator Sweeney's office with the Sandy Recovery funds.
4. Assistance Executive Director Yinelda Dorta talked about the Beg bug seminar and dog inspection getting help from Senator Sweeney's office with the Sandy Recovery funds.
5. Betsy Loyle, Director of Operations, talked about HUD Final Streamline rules and ACOP Revisions.

PUBLIC PORTION

- David Whitfield Apt 406 asked about building cleaning, AC filters and bed bug process.
- Daryle Cook Apt 1007 asked about bed bug inspection.
- Sandra Stuart Apt 202 asked about tenant not saying they have bed bugs and that bed bug are a health risk to people on dialysis.
- Barbara Gutterman Apt 1005 talked about residents picking on her due to bed bugs.

APPROVAL OF MINUTES & RESOLUTIONS

Chairperson Ronald Harwood asked for a motion of approval for the Wednesday, March 23, 2016 Meeting Minutes Commissioner Jones made the motion and Commissioner Harris seconded. All others present were in favor.

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

<u>Resolution #2016-21</u>	Approving the Payment of Regular Bills
	<u>Roll Call Vote:</u>
	Motion: Commissioner Campbell
	Second: Commissioner Jones
	Roll Call: Unanimous

<u>Resolution# 2016-22</u>	Approving the Capital Fund Program, Electronic Transfers &
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Congregate Expenses Bills Payment

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Harris

Roll Call: Unanimous

Resolution #2015-23

2016 WHA Budget Approved Resolution FY: 4/1/2016 TO: 3/31/ 2017

Roll Call Vote:

Motion: Commissioner Harris

Second: Commissioner Jones

Roll Call: Unanimous

Resolution #2015-24

Resolution to ratify late introduction and submission of WHA Budget

For FYE 03/31/2016 to 03/31/2017

Roll Call Vote:

Motion: Commissioner Harris

Second: Commissioner Campbell

Roll Call: Unanimous

Resolution #2015-25

Adopting changes to the WHA Municipal Personnel Policies and Procedures

Manual & Employee Handbook

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Jones

Roll Call: Unanimous

Resolution #2015-26

Resolution authorizing Caring Inc. Personnel Brian Curran to sign

CHSP funding State of NJ - SAGE

Roll Call Vote:

Motion: Commissioner Harris

Second: Commissioner Jones

Roll Call: Unanimous

Chairperson Ronald Harwood asked if there was any old or new business. Chairperson Ronald Harwood asked for update on selling the Wildwood Housing Authority 1996 Chevy van and purchasing a new truck such as a F150 for maintenance use. Executive Director Paul Dice stated that we would have to go out to bid.

Chairperson Ronald Harwood asked for a motion to adjourn the WHA public meeting at 5:41 pm Commissioner Harris made the motion, Commissioner Jones seconded. All present were in favor.

Paul F. Dice
Board Secretary

Date