

**MINUTES OF THE MARCH 2017 MEETING  
OF THE WILDWOOD HOUSING AUTHORITY**

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, March 22, 2017 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, 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 March 2017, the WHA posted a consolidated month-to-date loss of \$10,415 and year-to-date loss of \$28,600 for the fiscal year-to-date (10/1/16 to 3/31/17). WHA has operated during that time period without having to deplete reserves.

**UNIT OCCUPANCY**

	<u>Percentage</u>	<u>Actual vacancies as of 4/19/2017:</u>
Sandman Towers:	97 %	3(1Leased up before 3/31/2017)
Commissioners Court:	98 %	1

**RECOMMENDED AGENCY PRIORITIES**

1. Executive Director Paul Dice talked about all the WHA current and projected projects and the WHA reserves financial status.
2. Executive Director Paul Dice talked about Sandman Tower – Exterior Painting we received 3 responses. Larry Merighi, Architect evaluated the candidates.
3. Executive Director Paul Dice talk about the New Washers and Dryers Bid for Sandman Tower and Commissioners Court. We are going to re-bid since the bidder did not follow the bid specifications.
4. Executive Director Paul Dice talked about the WHA Dump Truck is no longer in working condition, bottom rotting out.

**ADMINISTRATIVE REPORTS**

1. Mitch Moore, Chief Financial Officer talked about the WHA Cash position since 2014 and the balance of 2016 Capital Fund.
2. Tracey Young Maintenance Team Leader talked about the status on the decks of Commissioners Court, mold issues in Commissioners Court, REAC work orders, fixed drain lines and tripping hazard near J Building, tree root issue with A Building. In Sandman Towers Electrical boxes, painting common areas, door replacement & trash door locks. Tracey is working with Betsy Loyle, Director of Operations to deal with the REAC Issues.

**PUBLIC PORTION**

- Patrick Lawley Apt 205 inquired about what too to have a private conversation with the office staff, since the office layout change.

**APPROVAL OF MINUTES & RESOLUTIONS**

Chairperson Ronald Harwood asked for a motion of approval for the Wednesday, February 22, 2017 Meeting Minutes Commissioner Harris 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# 2017-15

Approving the Payment of Regular Bills

Roll Call Vote:

Motion: Commissioner Jones  
Second: Commissioner Campbell  
Roll Call: Unanimous

Resolution# 2017-16      Approving the Capital Fund Program, Electronic Transfers &  
Congregate Expenses Bills Payment  
Roll Call Vote:  
Motion: Commissioner Harris  
Second: Commissioner Jones  
Roll Call: Unanimous

Resolution# 2017-17      Authorizing to sell the WHA 1996 Chevy Dump Truck to the City of Wildwood  
Roll Call Vote:  
Motion: Commissioner Campbell  
Second: Commissioner Harris  
Roll Call: Unanimous

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

Chairperson Ronald Harwood asked for a motion to adjourn the WHA public meeting at 6:06 pm Commissioner Campbell made the motion, Commissioner Jones seconded. All present were in favor.

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Paul F. Dice  
Board Secretary

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Date