

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

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, August 23, 2017 at 3700 New Jersey Avenue, Wildwood, New Jersey 08260. The meeting convened at 5:03 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 Patricia Campbell, Commissioner Sandi Harris were present and Commissioner Sue Maxwell was absent. Also present were Executive Director Paul Dice and Matthew J. Robinson WHA Solicitor.

EXECUTIVE DIRECTOR'S REPORT

For August 2017, the WHA posted a consolidated month-to-date profit of \$2,798 and year-to-date operating profit of \$20,796 for the fiscal year-to-date (04/1/17 to 3/31/18).

UNIT OCCUPANCY

	<u>Percentage</u>	<u>Actual vacancies as of 8/23/2017:</u>
Sandman Towers:	97 %	3(1 Leased up by 8/31/2017)
Commissioners Court:	98 %	2(1 Leased up by 8/23/2017)

RECOMMENDED AGENCY PRIORITIES

1. Paul Dice Executive Director gave an update on M&M Construction, and certified payroll discrepancies.
2. Paul Dice Executive Director talked about the Annual HUD Physical Inspections for Sandman Towers, he discussed the reason we score of 56, such as ST doors not latching properly, CompleteCare electrical, etc.
3. Paul Dice Executive Director discussed the CompleteCare Health Network Lease renewal. The lease renewal proposal was accepted.
4. Yinelda Dorta Assistant Executive Director talked about the mold issue in Commissioners Court and discussed alternatives to help reduce mold issues such as painting with kilz mold paint, pre-filter the HVAC filter and other options. She also discussed the walk-in tub for Sandman Towers, staring out with 10 for those most in need at this time.
5. Paul Dice Executive Director talked about M&M Construction painting will start moving to the front of the building. We are anticipating the painting of the building to be finished by the end of September.
6. Yinelda Dorta Assistant Executive Director talked about waiting for quote from Caleco for washer/dryers. 2-year contract for refurbished machines and 5-year contract for new machines.
7. Yinelda Dorta Assistant Executive Director talked about looking into charging tenants for parking, since we have limited parking which is creating parking issues within the tenants. We researched into what the Lion Center is doing for parking since they also have limited parking, they stated they charge tenants a \$10.00 monthly fee and have a parking waiting list.

PUBLIC PORTION

- Patrice Sands Apt 402 Comment on Sandman Towers building paint & parking issues
- Wayne Dykes Apt 403 asked about getting top loading Washers/Dryers.
- David Whitfield Apt 403 talked about the window screens and work order for refrigerator door guards
- Lisa Hartman Apt 208 talked about window screens, and laundry room.
- Barbara Gutterman Apt 1005 work order for A/C & de-frost refrigerator.
- Charles Tozer Apt 708 work order de-frost refrigerator.
- Victoria Hauck Apt 703 work order toilet running & tub stopped.

APPROVAL OF MINUTES & RESOLUTIONS

Chairperson Ronald Harwood asked for a motion of approval for the Wednesday, July 26, 2017 Meeting Minutes Commissioner Campbell 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:

Resolution# 2017-40 Approving the Payment of Regular Bills
Roll Call Vote:
Motion: Commissioner Campbell
Second: Commissioner Jones
Roll Call: Unanimous

Resolution# 2017-41 Approving the Capital Fund Program, Electronic Transfers &
Congregate Expenses Bills Payment
Roll Call Vote:
Motion: Commissioner Campbell
Second: Commissioner Jones
Roll Call: Unanimous

Resolution# 2017-42 Approving Lease Agreement renewal with CompleteCare Health Network
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 brought up changing our pet policy. He suggested that moving forward we grandfather in the current tenant and any new tenant not be allowed to have pets.

Chairperson Ronald Harwood asked for a motion to adjourn the WHA public meeting at 5:52 pm Commissioner Jones made the motion, Commissioner Campbell seconded. All present were in favor.

Paul F. Dice
Board Secretary

Date