

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

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, September 27, 2017 at 3700 New Jersey Avenue, Wildwood, New Jersey 08260. The meeting convened at 4:59 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, and Commissioner Sue Maxwell were present. Also present were Executive Director Paul Dice and Matthew J. Robinson WHA Solicitor.

EXECUTIVE DIRECTOR'S REPORT

For September 2017, the WHA posted a consolidated month-to-date profit of \$21,557 and year-to-date operating profit of \$761 for the fiscal year-to-date (04/1/17 to 3/31/18). We have come to the end of our capital improvement projects. The outflow of cash will now substantially subside.

UNIT OCCUPANCY

| | <u>Percentage</u> | <u>Actual vacancies as of 9/27/2017:</u> |
|----------------------|-------------------|--|
| Sandman Towers: | 97 % | 3(2 Leased up by 9/27/2017) |
| Commissioners Court: | 98 % | 2(1 Leased up by 9/27/2017) |

RECOMMENDED AGENCY PRIORITIES

1. Paul Dice Executive Director talked about the mold issues happening in Commissioner Court our Family units. We have done an analyzation of the problem units, and areas were the mold issues are occurring, we will work with our vendors to come up with a solution.
2. Paul Dice Executive Director stated that starting October 1, 2017 we will be issuing warning to those who are seen smoking on WHA Property and starting on April 1, 2018 the WHA would be issuing notice to cease and notice to quit, where the WHA can then process to evict for violating the no smoking policy.
3. Paul Dice Executive Director discussed the Sandman Towers Exterior Painting project almost complete, but there were some issues such as damage to the ST roof, damage to tenant screens and dripping paint.
4. Paul Dice Executive Director talked about REAC Score. HUD denied points appeal.
5. Paul Dice Executive Director talked about the Laundry contract with Equipment Marketers, we are process of negotiating the best possible terms. We have some issues with their contact terms that would need to be resolved before we sign.
6. Paul Dice Executive Director talked about the elimination of the Chief Financial Officer in Millville Housing Authority, the position has been outsourced to Tony Policari.

PUBLIC PORTION

- Daryle Cook Apt 1007 talked about email he sent to Donald Trump.
- Rose Van Dyke Apt 905 asked if she would have to get rid her 2 birds (cockatiels).
- Patrick Lawley Apt 205 asked for the no pet policy to be explained.
- Joseph Sacca Sr. Apt 1008 talked about his car covered by paint.
- Patrice Sands Apt 402 asked about where the white mold was. They were talking about CC not Sandman Towers.
- Daryle Cook Apt 1007 talked about wanting the community room opened to the people.

APPROVAL OF MINUTES & RESOLUTIONS

Chairperson Ronald Harwood asked for a motion of approval for the Wednesday, August 23, 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# 2017-43

Approving the Payment of Regular Bills

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Jones

Roll Call: Unanimous

Resolution# 2017-44

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

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Jones

Roll Call: Unanimous

Resolution# 2017-45

Approving 2018 Fair Market Rents (Flat Rents)

Roll Call Vote:

Motion: Commissioner Harris

Second: Commissioner Campbell

Roll Call: Unanimous

Resolution# 2017-46

Approving to settle NJ State Grant Advancement money owed to Caring Inc

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Harris

Roll Call: Unanimous

Resolution# 2017-47

Approving Commercial Lease Agreement with Caring Inc. for Apt 103

Roll Call Vote:

Motion: Commissioner Jones

Second: Commissioner Campbell

Roll Call: Unanimous

Resolution# 2017-49

Approving to adopt a No Pet Policy

Roll Call Vote:

Motion: Commissioner Harris

Second: Commissioner Jones

Roll Call: Unanimous

The following Resolution will be put on hold:

Resolution# 2017-48

Approving to negotiate a contract agreement for Laundry Services

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

Chairperson Ronald Harwood asked for a motion to go into Closed Session at 5:40 pm. Commissioner Campbell made the motion, Commissioner Jones seconded.

Resolution #2017-50 Resolution authorizing an executive closed session meeting

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Harris

Roll Call: Unanimous

The Regular Meeting of the Wildwood Housing Authority was back in session at 5:56 pm. Commissioner Jones made the motion, Commissioner Campbell seconded.

Chairperson Ronald Harwood asked for a motion to adjourn the WHA public meeting at 5:57 pm Commissioner Campbell made the motion, Commissioner Harris seconded. All present were in favor.

Paul F. Dice
Board Secretary

Date