

MINUTES OF THE JANUARY 2018 MEETING OF THE WILDWOOD HOUSING AUTHORITY

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, January 24, 2018 at 3700 New Jersey Avenue, Wildwood, New Jersey 08260. The meeting convened at 5:05 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 Sue Maxwell and Commissioner Sandi Harris was present through the phone to have a meeting quorum. Commissioner Patricia Campbell was absent. Also present were Executive Director Paul Dice and Matthew J. Robinson WHA Solicitor.

EXECUTIVE DIRECTOR'S REPORT

For January, the WHA posted a consolidated month-to-date loss of \$10,635 and year-to-date operating loss of \$55,354 for the fiscal year-to-date (04/1/17 to 3/31/18).

UNIT OCCUPANCY

Overall 95.9% Percentage Actual vacancies as of 1/24/2018:

Sandman Towers: 5(2 Leased up by 1/24/2018)
Commissioners Court: 2

RECOMMENDED AGENCY PRIORITIES

1. Paul Dice Executive Director gave an update on Sandman Tower – Exterior Painting and M&M situation.
2. Paul Dice Executive Director talked about Washers and Dryers. The New washers and dryers will be delivered on 2/12/18 by Equipment Marketers.
3. Paul Dice Executive Director talked about reducing expenses in Mold Remediation, we will be sending maintenance and management staff to get certified in mold remediation.
4. Paul Dice Executive Director talked about the new Property Management Software system called PHA-Web and Yinelda Dorta Assistant Executive Director talked about the training and PHA-Web software.

ADMINISTRATIVE REPORTS

1. Yinelda Dorta Assistant Executive Director talked about Super Bowl Party for Tenants. Working to put Apt J7 back on-line. Trying to sell the desk from the Apt J7 offices.
2. Tracey Young, Maintenance Teamleader gave an update on the vacant units and turnarounds.
3. Melissa Wheeler, Financial talked about putting out bids for Fee Accounting and Audit Contract Services.
4. Kevin Timm talked more about the Fire Alarm in Commissioners Court.
5. Terry Oslar Lease Enforcement gave his lease enforcement report.
6. Cindy Numbers ALP Caring Inc Administrator gave an update on her participant census and upcoming events.

PUBLIC PORTION

- Rose De Rosa Apt 304 asked about paying rent with debit and about walk-in showers.
- Lisa Hartman Apt 208 asked about the rent box and calling comcast to lower their billed about for cable.
- Charlene Smith Apt 805 hot water is tepid.
- Victoria Hauck Apt 703 can housing do something about Comcast raising their bills, can they call Van Drew.
- Paula Robbins Apt 106 asked why nurses use Tricare to take you to Cape Regional Medical Center.
- Dorothy Doyle Apt 405 asked if the new washers will have a card system.

- Joseph Sacca Sr. Apt 1008 talked about the issue with paint on his vehicle.
- Eileen Wilhelm Apt 809 has a roach issue.

APPROVAL OF MINUTES & RESOLUTIONS

Chairperson Ronald Harwood asked for a motion of approval for the Wednesday, November 15, 2017 Meeting Minutes Commissioner Jones made the motion and Commissioner Maxwell seconded. All others present were in favor.

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

Resolution# 2017-59

Approving the Payment of Regular Bills

Roll Call Vote:

Motion: Commissioner Jones

Second: Commissioner Maxwell

Roll Call: Unanimous

Resolution# 2017-60

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

Roll Call Vote:

Motion: Commissioner Jones

Second: Commissioner Maxwell

Roll Call: Unanimous

Resolution# 2018-01

Approving the Payment of Regular Bills

Roll Call Vote:

Motion: Commissioner Jones

Second: Commissioner Harris

Roll Call: Unanimous

Resolution# 2018-02

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

Roll Call Vote:

Motion: Commissioner Jones

Second: Commissioner Harris

Roll Call: Unanimous

Resolution# 2018-03

Approving to enter into Professional Risk Management Services

Roll Call Vote:

Motion: Commissioner Maxwell

Second: Commissioner Jones

Roll Call: Unanimous

Resolution# 2018-04

Authorizing JIF Fund Commissioner Representative for Fund Year 2018

Roll Call Vote:

Motion: Commissioner Harris

Second: Commissioner Jones

Roll Call: Unanimous

Resolution# 2018-05

Approving Review of Annual Audit for the Fiscal Year Ending 3/31/2017

Roll Call Vote:

Motion: Commissioner Jones

Second: Commissioner Maxwell

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 6:02 pm Commissioner Maxwell

made the motion, Commissioner Jones seconded. All present were in favor.

Paul F. Dice
Board Secretary

Date