

**MINUTES OF THE SEPTEMBER 2019 MEETING  
OF THE WILDWOOD HOUSING AUTHORITY**

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, September 25, 2019, at 3700 New Jersey Avenue, Wildwood, New Jersey 08260. The meeting convened at 5:02 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 and Commissioner Sue Maxwell were present, and Commissioner Sandi Harris was absent. Also, present were Executive Director Paul Dice, Matthew J. Robinson WHA Solicitor, Karen L. Chiarello Director of Administration and Betsy Loyle Director of Operations.

**EXECUTIVE DIRECTOR'S REPORT:**

The Wildwood Housing Authority (WHA) posted \$6,793 in positive net income for August 2019. The WHA maintains \$ 72,094 year-to-date positive net income.

**UNIT OCCUPANCY:**

Actual vacancies as of 9/25/2019:

Sandman Towers:	0
Commissioners Court:	2

**RECOMMENDED AGENCY PRIORITIES:**

1. Paul Dice Executive Director gave an update on RAD analysis process. At this time, we are looking to renovate in place for Commissioners Court and Sandman Towers, modernizing the complex in its current configuration, we found out that would be grandfathered in per the City for the elevation of the flood level.
2. Paul Dice Executive Director explained the pulling of the Resolution for the tubs due to a procurement problem he and Matt found. Will need to re-bid for the project.
3. Paul Dice Executive Director talked about doing an RFP securing quotes for the playground to fill in the entire area that currently has rubber with concrete. This is the most cost-effective way to address rubber deterioration problem. We are looking at a price point of \$25,000.00
4. Paul Dice Executive Director updated the Sandman Towers Exterior Paint - Wolfe Painting had to re-caulking all sections that M & M Construction failed to properly address, so far complaints for water intrusion have reduced dramatically. The work should be done in early October.
5. Paul Dice Executive Director commented on Board of Commissioner Appointment some of which will be expiring by the end of the year and events that had happen with great success such as the Annual BBQ and the 2019 Wildwood Fire Department 9/11 Memorial Stair Climb.
6. Tony Polcari WHA Accountant gave a report detailing the Construction Rehabilitation Cost and funding for Commissioners Court and Sandman Towers.

**ADMINISTRATIVE REPORTS:**

1. Betsy Loyle Director of Operations need to have Resident Advisory Board meetings to go over changes that need to be made to the Admission and Continued Occupancy Policy (ACOP), in Sept HUD made changes to Housing Opportunity Through Modernization Act of 2016 (HOTMA) Implementation Guidance.
2. Karen L. Chiarello Director of Administration Procurement change on reporting Prevailing wage based on routine maintenance, preventive maintenance, etc.

**PUBLIC PORTION:**

- Paula Robbins Apt 106 roaches and bed bug issues in the building
- David Farrell Apt 1010 want WHA to look into sugar free snacks and soda in vending machines.

- Patrice Sands Apt 402 Roses' Place – they used to cook the meals and they were good.
- Donald Georgia Apt 1010 when he cooks the smoke detector goes off would like a range hood.

**APPROVAL OF MINUTES & RESOLUTIONS:**

Chairperson Ronald Harwood requested for a motion for approval for the Wednesday, July 24, 2019, Meeting Minutes Commissioner Campbell made the motion and Commissioner Jones seconded. All others present were in favor.

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

Resolution# 2019-34 Approving the Payment of Regular Bills  
Roll Call Vote:  
Motion: Commissioner Jones  
Second: Commissioner Campbell  
Roll Call: Unanimous

Resolution# 2019-35 Approving the Capital Fund Program, Electronic Transfers & Congregate Expenses Bills Payment  
Roll Call Vote:  
Motion: Commissioner Campbell  
Second: Commissioner Maxwell  
Roll Call: Unanimous

Resolution# 2019-36 Approving the Payment of Regular Bills  
Roll Call Vote:  
Motion: Commissioner Campbell  
Second: Commissioner Maxwell  
Roll Call: Unanimous

Resolution# 2019-37 Approving the Capital Fund Program, Electronic Transfers & Congregate Expenses Bills Payment  
Roll Call Vote:  
Motion: Commissioner Maxwell  
Second: Commissioner Harris  
Roll Call: Unanimous

Resolution# 2019-38 for 5 additional Bathroom Renovations (Walk-in Showers) for ST has been pulled since there was a problem with the procurement. The number will be utilized for another resolution in the October 23, 2019 board meeting.

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

Chairperson Ronald Harwood requested for a motion to adjourn the WHA public meeting at 5:53 pm Commissioner Maxwell made the motion, Commissioner Jones seconded. All present were in favor.

---

Paul F. Dice  
Board Secretary

---

Date