

A REGULAR MEETING
OF THE HOUSING AUTHORITY
OF THE CITY OF SALEM

July 23, 2020

A regular meeting of the Salem Housing Authority (SHA) Board of Commissioners was held on Thursday, July 23, 2020. The meeting was held virtually through the Go To Meeting platform. The meeting was convened at 5:06 pm.

Chairwoman Ferguson announced that the Sunshine Law requirement had been met properly posted and advertised.

Karen Chiarello proceeded to call the roll at this time. Present were: Chairwoman Rebecca Ferguson, Commissioner Cathy Lanard, Commissioner Robert Lanard, Commissioner James Smith, and Executive Director/Secretary Paul Dice. Also present were Solicitor Telsey and SHA staff.

Chairwoman Ferguson asked for a motion to approve the minutes from the June 25, 2020 meeting. Commissioner C. Lanard made a motion and Commissioner R. Lanard seconded. All present were in favor.

Financial Summary

The SHA posted \$63,559 in positive net income for June 2020. The SHA has \$76,667 in positive net income for the fiscal year to date (10/1/19-6/30/20). The staff is doing a very good job of staying on budget.

Occupancy

We are currently at 93% occupied. We are actively filling units again and should be back to 95% soon, maybe as soon as next week.

Coronavirus Cases

There are no reports of any positive cases.

Ongoing Public Housing and Section 8 Operations

The administrative staff is continuing to work primarily from home. We have increased our presence at the office. All work is continuing to be processed in a timely manner.

Annual Audit

We had the audit completed the day of the board meeting. The auditors focused primarily on our compliance with the public housing regulations. One policy and procedure recommendation was made. The auditors reviewed 40 files to determine if the income limits were properly set, documentation was available and to see if the correct number of people are housed in the units. There was some prep work

that was done, but the staff had everything ready. There were no findings during the audit. Nick did a great job. Ralph Polcari from our accounting firm was there to make sure things went smoothly.

HUD Recovery Plan

Paul received a call from the U.S. Department of Housing and Urban Developments' Newark office regarding the need to draft a plan to address the low score the SHA received on the last physical inspection. We have done these types of reports before. Paul will draft the report and submit it to the board members for review. He advised that the commissioners may receive letters from HUD about this. They want to see corrective action reports monthly. This will assure HUD that the housing authority is being properly taken care of.

West Side Court & Anderson Drive

4U Corporation, modular home builders out of Vineland, are looking into what can be done at both properties. The company is owned by William Horner. Paul spoke with him and advised that the SHA would need money to cover demolition and relocation. They are getting a contractor to put together a file on Section 8 home ownership plan. We have vouchers, we have the people. The City has an empty lot next to West Side Court (WSC). We can see if the City would give us the lot and start 4U Corp. building their homes. We could then move people into the new housing while starting the demolition of WSC. Paul will take this proposal to the City. It would be a much better prospect to move people close by. It would be better than moving them out of the city or the state. HUD did not accept the cancellation of the Demo approval for WSC. We were told to hold on to it for a possible future deal.

Commissioner Jim Smith stated that Mr. Horner was in the process of being vetted by the City. He is on this committee. The empty lot by WSC is in the redevelopment zone. Housing might not be what the City wants right now. There are other options being discussed with the property in the port and the incoming wind power company. Paul asked about Anderson Court being in the redevelopment zone. Commissioner Smith said it was not. The SHA team would rather see the changes in this area.

Sell Gold Focus to Salem

Betsy Loyle indicated that the Millville Housing Authority has a car that they could sell to Salem. It is a Ford Focus Wagon. The Blue Book value is \$975. We are looking to hire an additional maintenance person so this could be for that new employee. The Board felt that this was a good idea.

Chairwoman Ferguson indicated that there were resolutions to approve

Resolution #10-2020 Resolution Approving the Payment of Bills for the Month of July 2020

Roll Call Vote:

Motion: Robert Lanard

Second: Cathy Lanard

Roll Call: Unanimous

Resolution #11-2020 Resolution Approving the Purchase of Ford Fusion from the MHA

Roll Call Vote:

Motion: Robert Lanard

Second: Cathy Lanard

Roll Call: Unanimous

Chairwoman Ferguson asked if there was any old business. There was not.

Chairwoman Ferguson asked if there was any new business. The Board voted to purchase a car from the Millville Housing Authority.

Chairwoman Ferguson asked if there was any public comment. There was not.

At 5:32 Chairwoman Ferguson asked for a motion to adjourn the meeting. Commissioner C. Lanard made a motion and Commissioner Smith seconded. All present were in favor.