

Housing Authority of the City of Cape May
Regular Board of Commissioner Meeting Minutes
January 17, 2025 - 4:00 p.m.

The regular meeting of the Housing Authority of the City of Cape May (CMHA) was held January 27, 2025, at 4:00 p.m. in the Management Offices of the CMHA located at 639 Lafayette Street, Cape May, NJ 08204.

The meeting was called to order by Chairperson Lafferty who requested everyone to rise for the Pledge of Allegiance.

Chairperson Lafferty read the Sunshine Law.

Upon the roll call those presents were:

Chairperson Dr. Lafferty	(in person)
Vice-Chair Hodgetts	(in person)
Commissioner Dr. Martz	(in person)
Commissioner Nuschke	(in person)
Commissioner Dr. Traficante	(in person)

Commissioners not present: Faison and Towns

Also, present were Ron Miller, Director of Affordable Housing, Mike Watson, Esquire – Solicitor (via Teams), Linda Cavallo, Fee Accountant, Michael Thilker, Auditor (via Teams) and Maryellen Francke, Site Manager.

Chairperson Lafferty introduced Michael Thilker, Auditor, asking him to present the Fiscal Year ending 2023 Audit Report.

Mr. Thilker directed the Board’s attention to pages 11, 12, 13, 21, 22 and 23 as follows:

- Total Current Assets \$430,625 (somewhat higher than last year)
- Total Assets and Deferred outflows of resources \$1,463,035 (includes Pension Liabilities)
- Total deferred inflows of resources \$1236,228
- Total Operating Revenue \$908,739 (somewhat higher than last year)
- Total Operating Expenses \$803,927 (somewhat lower than last year)
- Net Position (deficit) at beginning of FY year \$(550,637)
- Net position (deficit) at the end of the FY year \$(445,626)
- Reconciliation of Cash & Cash equivalents to the statements of net position \$408,336
- **It is a clean audit with no recommendations.**

Mr. Thilker noted the new accounting standards adopted that will have no impact on the Authority.

There being no questions from the Board concerning the Audit Report, Chairperson Lafferty excused Mr. Thilker from the meeting.

Minutes

Chairperson Lafferty requested a motion to approve the Regular Minutes from December 16, 2024, Board Meeting. A motion was made by Commissioner Traficante and seconded by Vice-Chair Hodgetts. The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Dr. Traficante	(Yes)

Chairperson Lafferty asked Ms. Cavallo to present the monthly accounting report.

Ms. Avena presented the three months ending Income & Expense Statement.

Executive Director’s Report – presented by Ron Miller.

No vacancies - 100% occupied.

MAINTENANCE:

The Authority is in the process of performing the required inspection of all units.

Also, there will be a change in the reporting structure for the Maintenance Department. The maintenance employee will be reporting to Diana Morales, Operations Manager, VHA.

Mr. Miller indicated there had been an incident on Lafayette Court requiring the intervention of the Cape May Police Department. The Authority is in the process of addressing that issue.

REVITALIZATION PROGRAM:

The board was reminded that the City was to reach out to the Authority when they wanted to continue the conversation concerning their COAH requirements. This has not happened, so the Authority will attempt to reach out to them after the first of the year to see when further discussions can be held on this matter.

Plans are to schedule a meeting with the city within the next few months.

Chairperson Lafferty then addressed the resolutions as follows:

Resolution #2025-01
Resolution Approving January 2025 Expenses

Chairperson Lafferty called for a motion to approve Resolution 2025-01 A motion was made by Vice-Chair Hodgetts seconded by Commissioner Traficante.

The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Dr. Traficante	(Yes)

Resolution #2025-02
Resolution Approving Risk Management Consultant

Chairperson Lafferty called for a motion to approve Resolution 2025-02. A motion was made by Commissioner Traficante seconded by Commissioner Nuschke.

The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Dr. Traficante	(Yes)

Resolution #2025-03
Resolution Rescinding Resolution 2024-38 Trash Removal Services

Chairperson Lafferty called for a motion to approve Resolution 2025-03. A motion was made by Commissioner Traficante seconded by Vice-Chair Hodgetts.

Mr. Miller explained the Authority received one more proposal that was received and date stamped within the allotted time frame therefore all of the proposals were once again reviewed resulting in the need to rescind the prior award to Gold Medal.

The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Dr. Traficante	(Yes)

Resolution #2025-04
Resolution Approving Refuse and Recycling Services

Chairperson Lafferty called for a motion to approve Resolution 2025-04. A motion was made by Commissioner Traficante seconded by Commissioner Martz.

Mr. Miller noted that Waste Management of New Jersey was the lowest competent bidder.

The following vote was taken:

Chairperson Dr. Keith Lafferty	9(Yes)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Dr. Traficante	(Yes)

Resolution #2025-05
Resolution Certification of the Annual

Chairperson Lafferty called for a motion to approve Resolution 2025-05. A motion was made by Commissioner Traficante seconded by Vice-Chair Hodgetts.

The following vote was taken:

Chairperson Dr. Keith Lafferty	(Yes)
Vice-Chair Patricia Hodgetts	(Yes)
Commissioner Dr. Patricia Martz	(Yes)
Commissioner Laurel Nuschke	(Yes)
Commissioner Dr. Traficante	(Yes)

Chairperson Lafferty called for any comments from the Board.

With no further business to discuss, Chairperson Lafferty entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Nuschke; seconded by Commissioner Traficante. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 4:20 p.m.

Respectfully submitted,



Jacqueline S. Jones
Executive Director

Respectfully submitted,



Ron Miller
Director of Affordable Housing