Penns Grove Housing Authority

40 South Broad Street

Penns Grove, NJ 08069

Minutes of the Meeting June 6, 2018

The meeting was opened with a reading of the Sunshine Law. A motion was made by Karen Wright seconded by Ignacia Washington. The motion was unanimously approved by all present.

ROLL CALL

Present: Karen Wright, John Washington, Ignacia Washington, Laverne Hill, Margie Pollard, and Catherina Stanback

Absent: Hersell Smith

APPROVAL OF MINUTES

A motion to approve the regular minutes of the May 2, 2018 meeting was made by Ignacia Washington and seconded by John Washington. The motion was unanimously approved by all present.

**OLD BUSINESS**

STATUS REPORT

Catherina went over the status report. She stated we currently have three vacant units at Penn Towers and one vacant unit at Silver Run Park.

Catherina reported that they went to court on June 1, 2018 with six eviction cases. She went on to state that all cases were resolved except one case which resulted in default judgment in our favor.

Catherina informed the Board that at this time they are processing three eviction cases for non-payment of rent and the court date has not been set as of today.

Catherina presented the monthly maintenance report.

Catherina was happy to report that they had several events this month that went well. She stated that the employees worked hard and their work was appreciated for our Garden Party on May 17, 2018, Culture Day, Saturday, May 19, 2018, and our Senior Healthy Living Fair on Thursday, May 31, 2018.

Catherina presented a training course for Section 8 that Gail Walker, our Section 8 coordinator, would like to complete for her continuing education. A motion was made by John Washington to approve Gail Walker for a Section 8 training class and it was seconded by Laverne Hill. The motion was unanimously approved by all present.

Catherina gave the Board information she received at the Atlantic City conference on a potential grant that we may apply for in the future. She also reported that the maintenance staff was pleased with the training they received on skills related to plumbing and electrical.

Catherina stated that their 2018 financial disclosure forms were enclosed in their folders and for all Board members to review, sign, and return them to her.

Catherina presented information for the NAHRO 2018 Summer Convention being held on July 27th through July 29th, 2018. Karen Wright expressed interest in attending the conference. A motion was made by Laverne Hill to approve Karen Wright for the NAHRO 2018 Summer Conference and it was seconded by John Washington. The motion was unanimously approved by all present.

Catherina stated that they will have the summer program this year for kids in our community at Silver Run. Our current staff members along with temporary workers will run the program.

SOLAR ENERGY

Mr. James Grace stated that he was researching other avenues for solar energy for our Housing Authority. There was some discussion on the matter.

EMERGENCY SAFETY AND SECURITY FUND

Mr. James Grace presented revised specifications for the security grant bid documents. There was some discussion on the matter in regard to how many cameras were needed at both complexes. A bid opening date of July 11, 2018 was set.

**NEW BUSINESS**

NEW JERSEY NONPROFIT SECURITY GRANT PILOT PROGRAM (NSGPP)

Catherina presented a completed grant application for the New Jersey Non Profit Security Grant PILOT Program. She stated that the police department reached out to Carolina and herself notifying them that the grant was available for police security in the amount of $10,000. Catherina stated that Carolina and she worked on the application. It was mentioned that the grant was applied for on behalf of our non-profit organization. She stated that she will inform the Board if the grant is awarded. There was some discussion on the matter.

BILLS

A motion to approve the bills listed below was made by Ignacia Washington and seconded by Laverne Hill. The motion was unanimously approved by all present. General Fund checks 13578 thru 13624, Mod check 2488, and no checks issued for Congregate or Dial-A-Bus. Also Supplemental Bill Lists were approved for General Fund, Security Deposit, Rental Checks, Payroll Checks, Mod, Section 8, and Dial-A-Bus, representing checks issued after the May Board meeting.

PUBLIC PORTION

A motion to open the meeting to the public was made by John Washington and seconded by Laverne Hill. The motion was unanimously approved by all present.

Carl Washington was present but had no comments at this time.

There were no further comments or questions from the public present, a motion to close the public session was made by John Washington and seconded by Ignacia Washington. The motion was approved unanimously.

ADJOURNMENT

A motion to adjourn the meeting was made by John Washington and seconded by Ignacia Washington. The motion was unanimously approved by all present.