Penns Grove Housing Authority

40 South Broad Street

Penns Grove, NJ 08069

Minutes of the Meeting June 12, 2019

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

ROLL CALL

Present: Karen Wright, John Washington, Hersell Smith, Laverne Hill, Margie Pollard, and Catherina Rutland

Absent: Ignacia Washington

APPROVAL OF MINUTES

A motion to approve the regular minutes of the May 1, 2019 meeting was made by Laverne Hill and seconded by Margie Pollard. The motion was unanimously approved by all present.

**OLD BUSINESS**

STATUS REPORT

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

Catherina reported that there are no evictions being processed at this time.

Catherina presented the monthly maintenance report.

Catherina stated that the new Atlantic City Bus trip has been scheduled for Tuesday, August 13, 2019.

Catherina stated that they will have the summer program this year for kids at Silver Run from July 8, 2019 to August 23, 2019. Our current staff members along with temporary workers will run the program. Catherina informed the Board that they will start off the summer program with a ceremony and lunch on July 8th for the students who received honor roll or perfect attendance in the 2nd half of the school year. It was mentioned that they will raffle off an iPAD at the ceremony.

Catherina reported that they will receive Capital fund monies for 2019 in the amount of $282,521.00. She stated that this amount is slightly lower than last year but still higher than previous years. She went over capital fund monies from 2016 to 2019 and stated they were as follows:

2019 $282,521

2018 $293,480

2017 $189,272

2016 $181,122

Catherina stated that enclosed in their packets was information on the annual Martha’s Vineyard Commissioner’s Conference which will be held in September of 2019 with several different sessions. Karen Wright expressed interest in attending the conference. A motion was made by Laverne Hill to approve Karen Wright to attend the Martha’s Vineyard Commissioner’s Conference. The motion was seconded by Margie Pollard and approved unanimously by all present.

EMERGENCY SAFETY AND SECURITY FUND

Catherina presented a change order to add an additional camera to use the remaining funds of $2595.00. Catherina stated that she had a final construction meeting and walk through this month with Dave Cunningham, our attorney, and our architect. She reported that the cameras are all installed but the remaining two which are on back order. She stated they are very pleased with the quality of cameras and the new level of security that it has added for our residents.

She presented a letter detailing the final construction meeting from our architect. He recommended paying all outstanding balances to Pure Focus. There was some discussion on the matter.

A motion to approve change order #3 was made by Margie Pollard and seconded by Laverne Hill. The motion was unanimously approved by all present.

NEW JERSEY NONPROFIT GRANT PILOT PROGRAM (NSGPP)

Catherina reported that the Penns Grove Borough Police has started police security at Penn Towers and Silver Run. There was some discussion on the matter.

FORMING NAME FOR NEW NONPROFIT

Catherina presented a list of name ideas for our new non-profit organization. There was some discussion on narrowing down the list of names. It was stated that at the next meeting they would vote on a name for the non-profit.

**NEW BUSINESS**

HUD VISIT TO DISCUSS REPOSITIONING STRATEGIES

1. CONSULTANTS FOR RAD

Catherina stated that she attended the Atlantic City conference in May and met with various HUD officials. She reported that she volunteered for HUD to come down to our housing authority to receive their input on which repositioning strategy would best suit us.

She presented an e-mail from HUD stating they are not sure if they can visit our housing authority, but provide us information via a webinar. There was some discussion on the matter.

Catherina stated that enclosed in their packets was the minutes to a tenants’ meeting in which she reviewed the potential for RAD and other matters pertaining to residency.

She also reviewed a letter that she received from a consulting firm that specializes in RAD in South Jersey. After some discussion, Catherina was advised to contact the company to receive further information and to check their references listed on their letter.

Mr. Grace informed the Board that he is in the process of setting up a lunch meeting with the Executive Director of Pleasantville this month.

BILLS

A motion to approve the bills listed below was made by John Washington and seconded by Laverne Hill. The motion was unanimously approved by all present. General Fund checks 14212 thru 14265, Mod check 2505, 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, Congregate, 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 Laverne Hill and seconded by Hersell Smith. The motion was unanimously approved by all present.

Jinnay Ayars, 101 Penn Towers, stated that she felt our lock out fees were too high. There was some discussion on the matter. Catherina was asked to contact other apartment complexes in the area to inquire about their lock out fees and to present those findings at the next meeting.

There were no further comments or questions from the public present, a motion to close the public session was made by Hersell Smith and seconded by Laverne Hill. The motion was approved unanimously

ADJOURNMENT

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