Penns Grove Housing Authority

40 South Broad Street

Penns Grove, NJ 08069

Minutes of the Meeting April, 2021

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

ROLL CALL

Present: Karen Wright, Ignacia Washington, John Washington, Margie Pollard, Laverne Hill, Dorraine Robinson James K. Grace, Carolina Valdez, and Catherina Rutland

Absent:

APPROVAL OF MINUTES: Hersell Smith

A motion to approve the regular minutes of the February 3, 2021 meeting was made by John Washington 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 no vacant units at Penn Towers and one vacant unit at Silver Run Park. She reported that we have applicants ready to move into those units in March and April.

Catherina reported that we will be processing one case for eviction for non-payment of rent.

She stated that the municipal court has re-scheduled a second zoom meeting for our harassment case on May, 28 2021.

Catherina presented the monthly maintenance and unit report.

Catherina reported that rent repayment agreements this month were offered to tenants who were willing to enter an agreement. She processed the rent payment agreements as follows: their current month’s rent in addition to $100.00 monthly payment on their back rent.

Catherina discussed the tenant’s meeting that was held on Tuesday, March 2nd, 2021.

Catherina was pleased to report that Angel Rentas, one of our maintenance technicians, returned to work from leave as of February 23rd, 2021.

She stated that they are working with HUD to receive additional monies of $1703.00 for Capital Funds and $50,696.00 in shortfall monies for our operating expenses for this year.

Catherina informed the Board that they have scheduled a Silver Run Kids event on April 6, 2021 at noon at Silver Run. She also noted that in May, they will schedule a BBQ to go platter event for the seniors.

Catherina reported that the ads for FYE 6/30/22 for legal, auditing, and accounting services have been placed in the newspaper.

CORONA VIRUS UPDATE

Catherina read a statement that would be posted on our website with all of the achievements that the PGHA Board and Staff have made during this year despite the pandemic. She commended the Board and Staff for continuing to work efficiently on behalf of our tenants of the Penns Grove Housing Authority as well as our community.

There was some discussion about the matter.

HALLWAY FLOORING PROJECT

1. PAINTING AND NEW DÉCOR FOR HALLWAYS AT PENN TOWERS

Catherina informed the Board that they were waiting on new color samples from Commercial Interior to order the flooring. She explained she would be scheduling a date with Carolina and Karen to purchase new neutral décor for the hallways. She commended the maintenance staff for a job well done on preparing and painting the hallways. Catherina also presented pictures of the re-modeling project as well as our new playground at Silver Run.

NEW BUSINESS

REMOTE MEETING POLICY

Catherina reviewed with the Board the revised remote meeting policy for the Penns Grove Housing Authority. After some discussion, a motion was made by Laverne Hill and seconded by Ignacia Washington to approve the Remote Meeting Procedures Policy with Resolution 4-21. The motion was unanimously approved by all present.

MISCELLANEOUS

There was some discussion on fundraising ideas for the non-profit agency for the community. Catherina stated she would add those items to the next non-profit meeting agenda.

APPROVAL OF 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 15400 thru 15421, and 2525. Also Supplemental Bill Lists were approved for General Fund, Security Deposit, Rental Checks, Payroll Checks, Mod, and Section 8, representing checks issued after the February Board meeting.

PUBLIC PORTION

No public comments were made.

ADJOURNMENT

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