Penns Grove Housing Authority

40 South Broad Street

Penns Grove, NJ 08069

Minutes of the Meeting September 7, 2022

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

ROLL CALL

Present: Karen Wright, Margie Pollard, Jesus Lopez, Hersell Smith, John Washington, Dorraine Robinson, Ignacia Washington, James K. Grace, Catherina Rutland and Carolina Valdez

Absent: Hersell Smith

APPROVAL OF MINUTES:

A motion to approve the regular minutes of the August 3, 2022 meeting was made by Dorraine Robsinson and seconded by Ignacia Washington. 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 one vacant unit at Silver Run Park.

Catherina stated that in their packet was the monthly maintenance and unit report.

Catherina reported that we received judgment for possession for one unit at Silver Run for non-payment of rent awarded on August 9, 2022. She stated that the lock out was performed by the court officer on August 26, 2022.

Catherina stated that they are processing one non-payment of rent case and no court date has been set.

Catherina went over an incident involving an individual illegally dumping at Silver Run. There was some discussion on the matter.

Catherina presented the flyer for the featured agency for the month which was Resources for Independent Living.

Catherina was pleased to announce that our non-profit Basketball camp held in August was very successful. She gave the Board a copy of the news article that was published about the basketball camp.

Catherina reminded the Board about the following activities and trips planned:

1. Tuesday, October 11th, 2022 - Atlantic City Bus Trip
2. Friday, September 30th, 2022 at noon Penn Towers BBQ

Catherina stated that enclosed in their packet was information for the NJAHRA Conference in Atlantic City, NJ from September 25th to 27th, 2022. She told the Board that if anyone was interested in attending the conference to please let her know as soon as possible. Karen Wright stated that she was interested in attending the NJ NJAHRA Conference. A motion was made by Margie Pollard to approve Karen Wright to attend the NJAHRA Conference Show in September. The motion was seconded by Jesus Lopez and approved unanimously by all present.

EXECU-TECH, INC – RAD CONSULTANT

* + 1. RAD TENANT SURVEY
    2. RAD CONSULTANTS
    3. RFP FOR PHYSICAL CONDITION ASSESSMENT (PCA)

Catherina presented the results of the RAD tenant survey. She stated that after distributing the survey twice the results were as follows: 48 surveys were returned and 12 tenants stated that they would not authorize the tenant protection voucher to be project based.

The RAD consultants, William Katchen and William Snyder, presented three estimated financial cash flow statements for the three options: RAD straight, streamline, and RAD blend.

Our attorney James Grace, several Board members, and Catherina presented questions to the consultant on RAD and our options. There was a lengthy question and answer session with the consultants.

It was decided that we would schedule a resident meeting for the RAD streamline option to be presented again to the tenants since that option provided the largest number for the Penns Grove Housing Authority to have for capital improvements. The consultants explained that we can see how many tenant signatures we can obtain authorizing the tenant protection voucher to be project based under the streamline option. It was stated that if we did not receive the majority of signatures required that we would reevaluate our options at that time.

Catherina stated that she would coordinate with the consultants on a date for the resident tenant meeting and inform the Board.

NEW BUSINESS

PENN TOWERS COMMUNITY ROOM RENTAL

Catherina stated that she has been asked by several tenants if the Penn Towers Community Room can be offered to tenants to rent for private functions again. There was some discussion on the matter. A motion was made by Margie Pollard to open the Penn Towers Community Room for tenants for private functions. The motion was seconded by Jesus Lopez and approved unanimously by all present.

Karen Wright stated that the line dancing class that they offered prior to COVID at Penn Towers would begin once again every Tuesday evening beginning October 4, 2022. There was some discussion on the matter.

APPROVAL OF BILLS

A motion to approve the bills listed below was made by Igancia Washington and seconded by Margie Pollard. The motion was unanimously approved by all present. General Fund checks 16374 thru 16401 and no MOD checks. Also Supplemental Bill Lists were approved for General Fund, Security Deposit, Rental Checks, Payroll Checks, Mod, and Section 8, representing checks issued after the August Board meeting.

PUBLIC PORTION

No public comments were made.

MISCELLANEOUS

Jesus Lopez suggested having the October Board Meeting in person. There was some discussion on the matter. It was decided that the October 5th Board Meeting would be held in person at Penn Towers.

ADJOURNMENT

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