Penns Grove Housing Authority

40 South Broad Street

Penns Grove, NJ 08069

Minutes of the Meeting March 6, 2024

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, Dorraine Robinson, Laverne Hill, Hersell Smith Jesus Lopez, Ignacia Washington, James K. Grace, Carolina Valdez, and Catherina Rutland

Absent:

APPROVAL OF MINUTES:

A motion to approve the regular minutes of the February 7, 2024 meeting was made by Ignacia 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 one vacant unit at Penn Towers and no vacant units at Silver Run Park.

Catherina reported that they are not processing any eviction cases at this time.

Catherina reminded the Board about the following events planned:

1. Tuesday, March 12, 2024 Atlantic City Bus Trip leaving Penn Towers at 8:30AM.
2. Tuesday, April 2, 2024 Spring Fun Day for Silver Run tenants at noon
3. Thursday, April 18, 2024 Boys 2 Men at 5PM
4. Friday, April 19, 2024 Healthy Living Fair at Penn Towers at noon
5. Friday, May 17th, 2024 Senior Prom for Penn Grove Seniors 55 plus 5PM to 7PM

Catherina reminded the Board of the work session for Wednesday, March 20, 2024 at 5PM.

Catherina informed the Board that the Penn Towers roof was still being evaluated for the potential need of a wall flashing or other solution.

Catherina was pleased to report that the LEW Environmental Company completed the lead remediation on the outside canopies of building 7, 11 and 12.

STREAMLINE RAD APPLICATION SUBMITTED UPDATE

Catherina informed the Board that our HUD reps were continuing to evaluate our application for Streamline Conversion. There was some discussion on the matter. She stated to date she had not received any final decisions from HUD on our RAD application status.

PENNS GROVE AFFORDABLE HOUSING LLC

Catherina presented the Certificate of Formation for Penns Grove Affordable Housing LLC for our Streamline Conversion.

UPDATE BOILER REPLACEMENT AT PENN TOWERS

Catherina stated that they are reviewing the contracts with Falasca Mechanical at this time. She stated that work was projected to begin in May of 2024 for the boiler replacement at Penn Towers. There was some discussion on the matter.

NEW BUSINESS

ANNUAL PLAN 2024-2025

Catherina presented the Annual Plan for 2024-2025 emphasizing the Streamline Conversion. She stated that she would present the plan to the Mayor for her approval. There was some discussion on the plan. She stated final Board approval would take place after the Mayor’s approval and public meeting.

APPROVAL OF BILLS

A motion to approve the bills listed below was made by Jesus Lopez and seconded by Ignacia Washington. The motion was unanimously approved by all present. General Fund checks 17532 thru 17566. 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

There was no public present.

ADJOURNMENT

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