Penns Grove Housing Authority

40 South Broad Street

Penns Grove, NJ 08069

Minutes of the Meeting July 3, 2024

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, Margie Pollard, Dorraine Robinson, Laverne Hill, Carolina Valdez, James K. Grace, and Catherina Rutland

Absent: Hersell Smith, Ignacia Washington, and Jesus Lopez

APPROVAL OF MINUTES:

A motion to approve the regular minutes of the June 12, 2024 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 two vacant units at Penn Towers and no vacant units at Silver Run Park.

Catherina reported that we are processing one eviction case at this time.

Catherina reminded the Board about the following events planned:

1. Tuesday, July 9, 2024 Atlantic City Bus Trip leaving Penn Towers at 8:30AM.
2. Monday, July 1, 2024 Boys 2 Men at 5PM
3. Wednesday, August 14, 2024 Dorney Park
4. August 5th to 8th, 2024 Basketball camp

Catherina stated that she send information on the 2024 NAHRO National Conference & Exhibition that will take place from September 26th through the 28th in Orlando, FL and to let her know as soon as possible if anyone was interested in attending the conference.

Karen Wright expressed interest in attending the 2024 NAHRO National Conference. A motion was made by Margie Pollard to approve Karen Wright for the 2024 NAHRO National Conference. The motion was seconded by Laverne Hill and unanimously approved by all present.

Catherina Rutland and Carolina Valdez requested to attend the NJAHRA Conference in Atlantic City from September 15th through the 17th. A motion was made by Dorraine Robinson to approve Catherina Rutland and Carolina Valdez for the NJAHRA Conference. The motion was seconded by Laverne Hill and unanimously approved by all present.

STREAMLINE RAD APPLICATION SUBMITTED UPDATE

1. RESOLUTION GROUND LEASE

Catherina stated that our Solicitor and the RAD consultants were finishing up work on the ground lease and then we would be sending it to HUD for their review. There was some discussion on the matter.

NEW BUSINESS

RESOLUTION: ADMIN PLAN AND ACOP TO INCLUDE HOTMA REGULATIONS

Catherina presented the Admin Plan and ACOP Policies that have been updated to include all of the new HOTMA regulations given to date. She presented Resolution 16-2024 approving the new Admin Plan and ACOP Policies. There was some discussion on the matter.

A motion was made by Dorraine Robinson to approve the new Admin Plan and ACOP Policies with Resolution 16-2024 and seconded by Laverne Hill. The motion was unanimously approved by all present.

RESOLUTION: CAPITAL FUND 2024

Catherina presented Resolution 17-2024 approving the 2024 Capital Funds 5 Year Action Plan and Annual Statement with attached HUD forms 52840A and 50075.1. She stated that the Capital Funds in the amount of $ 442,019.00 would be placed in operations.

A motion was made by Margie Pollard to approve Resolution 17-2024 approving the 2024 Capital Funds 5 Year Action Plan and Annual Statement and seconded by Laverne Hill. The motion was unanimously approved by all present.

APPROVAL OF BILLS

A motion to approve the bills listed below was made by Laverne Hill and seconded by Margie Pollard. The motion was unanimously approved by all present. General Fund checks 17753 thru 17779 and MOD check 2588. Also Supplemental Bill Lists were approved for General Fund, Security Deposit, Rental Checks, Payroll Checks, Mod, and Section 8, representing checks issued after the June Board meeting.

PUBLIC PORTION

There was no public present.

ADJOURNMENT

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