Penns Grove Housing Authority

40 South Broad Street

Penns Grove, NJ 08069

Minutes of the Meeting September 4, 2024

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

ROLL CALL

Present: Karen Wright, Margie Pollard, Laverne Hill, Jesus Lopez, James K. Grace, Carolina Valdez and Catherina Rutland

Absent: Ignacia Washington, Hersell Smith, and Dorraine Robinson

APPROVAL OF MINUTES:

A motion to approve the regular minutes of the August 7, 2024 meeting was made by Margie Pollard and seconded by Jesus Lopez. 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 two vacant units at Silver Run Park.

Catherina reported that we are processing six eviction cases at this time.

Catherina reminded the Board about the following events planned:

1. Wednesday, September 18th, 2024 5PM Board work session
2. Wednesday, October 9th, 2024 Atlantic City bus trip
3. Friday, October 11th, 2024 Mommy and Son dance at 6PM

Catherina stated that enclosed in their packet was information on the PHADA 2025 Commissioner’s Conference from January 5th to the 8th, 2025 in Miami, Florida.

Karen Wright and Jesus Lopez expressed interest in attending the PHADA 2025 Commissioner’s Conference. A motion was made by Margie Pollard to approve Karen Wright and Jesus Lopez to attend the PHADA 2025 Commissioner’s Conference. The motion was seconded by Laverne Hill and approved unanimously by all present.

Laverne Hill and Margie Pollard expressed interest in attending the PHADA 2025 Commissioner’s Conference. A motion was made by Karen Wright to approve Laverne Hill and Margie Pollard to attend the PHADA 2025 Commissioner’s Conference. The motion was seconded by Jesus Lopez and approved unanimously by all present.

Catherina reported that the State of NJ Travel Card applications are on hold now until January 1, 2025. There was some discussion on the matter.

STREAMLINE RAD APPLICATION UPDATE

1. STREAMLINE VOLUNTARY CONVERSION PROGRAM NATIONALLY RESCINDED BY COURTS/HUD – NEW APPLICATION FOR RAD SECTION 18 BLEND RESOLUTION
2. RFP CAPITAL NEEDS ASSESSMENT FOR RAD SECTION 18 BLEND

Catherina reported that they had a meeting with HUD on August 26th in which they explained that all Streamline Voluntary Conversion applications no longer included a waiver for a “cost test” due to lawsuits that have incurred in Louisiana and Washington, DC. She stated that they informed her and our consultants that in their opinion we would not be able to pass the “cost test” and therefore our best course of action was to apply for a different program named RAD Section 18 Blend. Catherina shared her frustrations over the Streamline Conversion application process over the last two years.

Our RAD consultants William Snyder and William Kathchen recapped the HUD meeting and their views on the matter. Several questions from the Board and our attorney were directed to our consultants for further clarification.

It was decided that after a lengthy discussion that we would table all motions to move forward with RAD Section 18 Blend until we request a meeting with HUD and their legal team to discuss our various concerns on our Streamline Voluntary Conversion application. Catherina stated that she will request the HUD meeting with our attorney to further understand their legal logic and our rights. She stated she will continue to update the Board.

A motion was made by Margie Pollard to table the RAD Section 18 Blend Resolution until after we have a meeting with HUD. The motion was seconded by Laverne Hill and approved unanimously by all present.

NEW BUSINESS

WRITE OFF RESOLUTION FYE 6/30/24

Catherina presented Resolution 20-2024 which listed former tenants who had vacated their units owing money to the Housing Authority. Catherina explained that the tenants listed in the resolution had moved out of their units owing rent. For this reason, the rent owed was considered uncollectible after collection attempts were made. She stated we must remove the tenant balances from the ledger books as of 6/30/24. She requested approval of the resolution to write-off those balances owed by these tenants. After some discussion, a motion was made by Laverne Hill to approve Resolution 20-2024 authorizing the write-offs and seconded by Jesus Lopez. The motion was unanimously approved by all present.

APPROVAL OF BILLS

A motion to approve the bills listed below was made by Jesus Lopez and seconded by Laverne Hill. The motion was unanimously approved by all present. General Fund checks 17848 thru 17877. 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

There was no public present.

ADJOURNMENT

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