Penns Grove Housing Authority

40 South Broad Street

Penns Grove, NJ 08069

Minutes of the Meeting March 5, 2025

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, Jesus Lopez, Ignacia Washington, Laverne Hill, Norman Scott, James K. Grace, Carolina Valdez, and Catherina Rutland

Absent: Dorraine Robinson and Margie Pollard

APPROVAL OF MINUTES:

A motion to approve the regular minutes of the February 5, 2025 meeting was made by Jesus Lopez 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 reported that we were processing three eviction cases for non-payment of rent at this time.

Catherina informed the Board that the ad for the old truck and stove at Penn Towers had been placed in the newspaper. She stated that no offers were submitted for the stove. She reported that one offer for the truck was received. She informed the Board that the truck was sold for $1000.00 to David Heredia and the funds were deposited in General Fund. A copy of the transaction was in their folder. She stated that they would post the stove on Facebook Marketplace to see if we get any offers.

Catherina reminded the Board that our next work session was scheduled for Wednesday, March 19, 2025 at 5PM.

Catherina reminded the Board about the following events planned:

1. Tuesday, March 11, 2025 Atlantic City Bus Trip
2. Young Men on the Move Program will be back in the Spring.

Catherina submitted her vacation request as follows: April 21, 2025 returning April 28, 2025 and for July 18, 2025 returning July 28, 2025. Jesus Lopez made a motion to approve Catherina’s vacation request and it was seconded by Karen Wright. The motion was unanimously approved by all present.

CAPITAL NEEDS ASSESSMENT FOR RAD SECTION 18 BLEND

RAD SECTION 18 BLEND APPLICATION

Catherina stated that she had not received any updates from RAD or the CNA report that was performed on February 26, 2025. There was some discussion on the matter.

NEW BUSINESS

RESOLUTION ANNUAL PLAN 2025-2026/5-Year plan

Catherina presented the Annual Plan 2025-2026 and the 5-year plan. There was some discussion on the matter.

A motion was made by Ignacia Washington to approve the annual plan 2025-2026/5-year plan with Resolution 7A-2025 and seconded by Laverne Hill. The motion was unanimously approved by all present.

ENER CONNEX UTILITY SAVINGS PLAN

Kelly Irving from Ener Connex gave a presentation to the Board on a cost savings plan for electric and gas. She explained that it would allow us to secure fixed rates for 18-months in a market where utilities continue to skyrocket. There were some questions and discussion on the matter.

A motion from Laverne Hill was made to approve an 18-month contract for utility savings with Ener Connex and it was seconded by Norman Scott. The motion was unanimously approved by all present.

RESOLUTION TO APPROVE MONTHLY BILLS

A motion to approve Resolution 6-2025 for the bills listed below was made by Laverne Hill and seconded by Norman Scott. The motion was unanimously approved by all present. General Fund checks 18230 thru 18239. 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 Norman Scott. The motion was unanimously approved by all present.