Penns Grove Housing Authority

40 South Broad Street

Penns Grove, NJ 08069

Minutes of the Meeting July 2, 2014

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

ROLL CALL

Present: Karen Wright, Vicki Smith, Anthony Marandola, John Washington, Adrianne Dixon, Deborah Pagnotto-Bradford, Bill Pearson, Esq., Catherina Stanback and Carolina Valdez

Absent: Sandra Garcia

APPROVAL OF MINUTES

A motion to approve the minutes of the June 11, 2014 meeting was made by Vicki Smith seconded by Anthony Marandola. The motion was approved unanimously by all present.

**OLD BUSINESS**

STATUS REPORT

Catherina went over the status report. She stated we currently have no vacant units at Penn Towers and one vacant unit at Silver Run Park.

Catherina informed the Board that at this time there were five eviction cases for non-payment of rent. She stated that the court date for those cases was set for Friday, July 18, 2014.

Catherina stated that the NJAHARA 2014 Annual Conference was being held in Atlantic City, NJ on September 28th though September 30th, 2014. Catherina stated that if anyone was interested in attending the conference, to please let her know as soon as possible.

Catherina stated that enclosed in their packet was a flyer detailing the children’s summer activities. She reported to the Board that the summer program will include the following: reading program, arts and crafts, outdoor games and computer lab activities.

Catherina stated that the Borough approved the additional security at Silver Run and Penn Towers for the summer months provided by the Penns Grove Police Department. She explained that the security will begin this month.

Catherina reported that they were re-decorating the hallways in each floor as well as re-arranging the furniture in the Penn Towers Community Room and sunroom. Catherina stated that there be a Penn Towers tenants meeting on July 21, 2014 at 1:00PM to discuss several matters. Catherina went over some tenant related issues at Penn Towers. She invited the Board to attend this meeting. There was some Board discussion on the matter.

Catherina distributed new business cards for the Board members.

CAPITAL FUND 2013 PROJECTS

Catherina reported that Mr. William Lammey, Architect, would be researching whether it is required to go out to bid for the cable elevator replacement project by getting three written quotes from different companies. She stated if the written quotes are under the bid requirement threshold, they will present the written quotes to the Board for approval. There was some Board discussion on the matter.

NON-PROFIT ORGANIZATION

Catherina stated that the ad hoc committee met on June 17, 2014 to revise the by-laws of the non-profit organization. She stated they are now working on changing the name from Penns Grove Housing Corp. to Community Outreach Unlimited. She reported that they are scheduling a meeting for potential trustees on September 18, 2014. There was some Board discussion on the matter.

**NEW BUSINESS**

FLAT RENT LEGISLATION

Catherina presented PIH Notice 2014-12 which described the new legislation regarding flat rent schedules for housing authorities. She stated that previously housing authorities determined their own flat rent schedule. However, she explained that the new law states that the flat rents must be set at 80% of the fair market rent determined by HUD for your area.

Catherina went over a spreadsheet showing the Penns Grove Housing Authority’s current rent, fair market rent in our area determined by HUD, calculation for 80% of the fair market rent, and the differences between our old flat rent and the new flat rent. Catherina stated that it is a significant rent increase that will have a dramatic impact for some of our residents. Catherina expressed her concerns to the Board and there was some discussion on the matter.

She presented Resolution 2014-14 which states that the Penns Grove Housing Authority will comply with the new legislation that states flat rents will be based on 80% of the fair market rent for Salem County, NJ as determined by HUD. A motion was made by John Washington to approve Resolution 2014-14 changing flat rents for the Penns Grove Housing Authority according to PIH Notice 2014-12 and seconded by Anthony Marandola. The motion was unanimously approved by all present.

BILLS

A motion to approve the bills listed below was made by Anthony Marandola and seconded by Adrianne Dixon. The motion was unanimously approved by all present. General Fund checks 10970 thru 11012, Congregate checks 1537 thru 1543, Dial-A-Bus checks 0711 thru 0712, and Mod checks 2429 thru 2430. Also Supplemental Bill Lists were approved for General Fund, Security Deposit, Rental Checks, Payroll Checks, Mod, Section 8, Congregate Services, and Dial-A-Bus, representing checks issued after the June Board meeting.

PUBLIC PORTION

A motion to open the meeting to the public was made by John Washington and seconded by Vicki Smith. The motion was unanimously approved by all present.

Joanne Bunyon, Penn Towers resident, Apt. 703, had questions on the flat rent resolution and she also expressed her appreciation for the work being done by Catherina Stanback and her staff.

Deborah Jewell, Penn Towers resident, Apt. 609, explained her concerns on privacy at Penn Towers and other matters. She also expressed her appreciation for the changes and rearrangement of the furniture in the community room and sun room that were made to improve her privacy concerns as well as other tenants. She stated she appreciated the work being done by Catherina Stanback and her staff. There was some discussion on the matter.

There were no further comments or questions from the public present, a motion to close the public session was made by John Washington and seconded by Anthony Marandola. The motion was approved unanimously.

ADJOURNMENT

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