Penns Grove Housing Authority

40 South Broad Street

Penns Grove, NJ 08069

Minutes of the Meeting July 12, 2017

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

ROLL CALL

Present: Karen Wright, Vicki Smith, John Washington, Ignacia Washington, Hersell Smith Laverne Hill and Catherina Stanback

Absent:

APPROVAL OF MINUTES

A motion to approve the regular minutes of the June 7, 2017 meeting was made by John Washington and seconded by Vicki Smith. 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.

She stated that they are processing four eviction cases for non-payment of rent and lease violations and no court date was set as of today.

Catherina presented the monthly maintenance report.

Catherina reported that they completed all annual inspections for all units at Penn Towers and Silver Run per HUD regulations.

Catherina informed the Board that the summer feeding program had began this week. She stated that the Food Bank of South Jersey had been delivering breakfast and lunch. She reported that two temporary workers were running the program. A flyer was enclosed in all Board packets detailing the children’s activities for the summer which include the following: reading program, arts and crafts, outdoor games and computer lab activities.

Catherina and the Board congratulated Ignacia Washington and Laverne Hill for successfully completing all of their required State of New Jersey classes for Commissioners.

Catherina stated that enclosed in their packets they would find a copy of a proposed contract for security that she received from the Penns Grove Police Department. There was some discussion on new cameras and security. After the discussion, Vicki Smith made a motion to approve police security beginning this weekend for Friday and Saturday evenings for the contract price of $7,890.00. It was seconded by Hersell Smith and all others present unanimously approved the motion. There was some discussion in regard to informing the police about running tags, individuals fixing cars in our parking lots, drug activity and varying hours of security.

APPROVAL FOR ADOPTION OF STATE BUDGET FYE 6/30/18

Catherina stated that the State of NJ approved our submission of the Penns Grove Housing Authority’s State Budget for the FYE 6/30/18 and now we needed to pass Resolution 12-2017 to adopt the budget. After some discussion, John Washington made a motion to approve the adoption of the State Budget for submission with Resolution 12-2017. Hersell Smith seconded the motion and it was unanimously approved by all present. A roll call was completed as well.

SOLAR ENERGY

Catherina requested that the Solar Energy project be tabled until our Solicitor gives a progress report to us. John made a motion to table the Solar Energy project and it was seconded by Hersell Smith. The motion was unanimously approved by all present.

**NEW BUSINESS**

EXECUTIVE SESSION

John Washington made a motion to approve Resolution 11-17 authorizing an Executive Session to discuss personnel matters. Vicki Smith seconded the motion and a roll call was made with all present approving the Resolution.

A motion was made by John Washington and seconded by Vicki Smith to go out of Executive Session. The motion was unanimously approved by all present.

A motion was made by John Washington and seconded by Hersell Smith to go back into regular session. The motion was unanimously approved by all present.

CONGREGATE PROGRAM

After Executive Session, John Washington made a motion that the Congregate Program would be terminated as of June 27, 2017 and that all outstanding bills are paid and monies deposited as needed. The motion was seconded by Laverne Hill and unanimously approved by all present.

Catherina discussed the sale of all unused inventory in the month of August. There was some discussion the matter.

BILLS

A motion to approve the bills listed below was made by John Washington and seconded by Ignacia Smith. Vicki Smith and Karen Wright abstained from the vote and all others present The unanimously approved. General Fund checks 12964 thru 13012, Congregate checks 1741 thru 1744, Dial-A-Bus check 0813, and Mod check 2477. 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 Ignacia Washington and seconded by John Washington. The motion was unanimously approved by all present.

Carl Washington discussed several items including the parking lots at Silver Run and Penn Towers and changing the hours for police security. He inquired whether the Board could discuss Kristy Hudson or if a master key was missing. The Board stated that they cannot discuss any matters pertaining to Kristy Hudson but emphasized that all master keys are accounted for at the PGHA.

Lois Heise, Apt. 407 discussed the dumpsters at Penn Towers. There was some Board discussion.

Joyce Robinson, 404 discussed the parking lot at Penn Towers and receiving permission to have a BBQ. There as some Board discussion on the matters.

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 Ignacia Washington. The motion was approved unanimously.

ADJOURNMENT

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