Penns Grove Housing Authority

40 South Broad Street

Penns Grove, NJ 08069

Minutes of the Meeting June 11, 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, Sandra Garcia, Bill Pearson, Esq., Catherina Stanback, and Carolina Valdez

Absent: Adrianne Dixon and Deborah Pagnotto-Bradford

APPROVAL OF MINUTES

A motion to approve the minutes of the May 7, 2014 meeting was made by Anthony Marandola seconded by Vicki Smith. The motion was approved unanimously by all present.

**OLD BUSINESS**

STATUS REPORT

Catherina went over the status report. She stated we currently have three vacant units at Penn Towers and one vacant unit at Silver Run Park.

Catherina informed the Board at this time that there were five eviction cases for non-payment of rent at this time and no court date has been set for those cases.

Catherina reminded the Board about the NAHRO Summer Conference 2014 being held in Tampa, FL on July 17th through July 19th, 2014. Catherina stated that if anyone was interested in attending the conference, to please let her know as soon as possible.

Catherina reported that they have been coordinating with the Borough for the additional security at Silver Run and Penn Towers for the summer months provided by the Penns Grove Police Department and it would be on the Borough’s next meeting agenda.

Catherina stated that the PHADA 2014 conference was very informative. She stated that they attended classes on various topics. They also took the opportunity to network with other housing authorities and gather valuable tools and information.

Catherina stated that enclosed in their packets was information on a Housing Choice Voucher on-line class. She requested approval from the Board for our Housing Choice Coordinator to complete this class. Catherina informed the Board that at the end of the class, a test would be administered for certification. Vicki Smith made a motion to approve Gail Walker to attend the Housing Choice on-line class seconded by Anthony Marandola. The motion was unanimously approved by all present.

Catherina informed the Board on the grand opening for our community garden on May 14, 2014. She explained that the tenants began to plant that day and received tips on gardening and jarring as well. She stated that the tenants are enjoying their garden.

CAPITAL FUND 2013 PROJECTS

Catherina reported that Mr. William Lammey, Architect, was preparing the bids for the elevator cables to be replaced. Catherina stated she will update the Board at the next meeting.

NON-PROFIT ORGANIZATION

Catherina stated that the ad hoc committee had chosen Community Outreach Unlimited as the new name for the non-profit. Catherina coordinated the next ad hoc committee meeting for

June 17, 2014 at 5:00 PM to review the by-laws. There was some Board discussion on the matter.

**NEW BUSINESS**

ADOPTION OF STATE BUDGET 2014-2015

Catherina informed the Board that the State of NJ approved the State Budget for the 2014-2015 year and she requested for the budget to be adopted by Resolution # 13-14. John Washington made a motion to adopt the State Budget and seconded by Anthony Marandola. A roll call was made and the resolution was unanimously approved by all present.

BILLS

A motion to approve the bills listed below was made by Anthony Marandola and seconded by Sandra Garcia. The motion was unanimously approved by all present. General Fund checks 10914 thru 10962, Congregate checks 1529 thru 1535, Dial-A-Bus check 0709, and Mod checks 2427 thru 2428. 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 May Board meeting.

PUBLIC PORTION

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

Dorothy McBrinn, Penn Towers resident, Apt. 908, and Joanne Bunyon, Penn Towers resident, Apt. 703 expressed their appreciation for the work being done by Catherina Stanback and her staff. They gave specific commendations on how the staff has improved their lives and how they enjoy residing at Penn Towers. 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 Vicki Smith 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.