Penns Grove Housing Authority

40 South Broad Street

Penns Grove, NJ 08069

Minutes of the Meeting May 2, 2018

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

ROLL CALL

Present: Karen Wright, John Washington, Ignacia Washington, Laverne Hill, Margie Pollard, and Catherina Stanback

Absent: Hersell Smith

APPROVAL OF MINUTES

A motion to approve the regular minutes of the April 4, 2018 meeting was made by John Washington and seconded by Laverne Hill. The motion was unanimously approved by all present.

**OLD BUSINESS**

STATUS REPORT

Catherina went over the status report. She stated we currently have two vacant units 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 no court date has been scheduled as of today.

Catherina presented the monthly maintenance report.

Catherina stated that they are planning a Garden Party for the tenants at Penn Towers on May 17, 2018 at noon. She reported that there will be various activities and food as well. She invited all Board members to attend.

Catherina presented a list of upcoming non-profit agency events:

1. Culture Day, Saturday, May 19, 2018 at Silver Run Community Center from 1PM to 5PM (FEN grant)
2. Senior Healthy Living Fair, Thursday, May 31, 2018 at the Union Presbyterian Church from 12PM to 4PM (Senior Health and Wellness Foundation Grant)
3. Atlantic City Bus Trip, Tuesday, June 26, 2018
4. Sights and Sounds Bus Trip (“Jesus”) Tuesday, August 7, 2018

She asked the Board to spread the word about these events.

SOLAR ENERGY

Catherina stated that they have began working on changing all lightning

4 to LED lights, replaced an air conditioning unit, a boiler and some other items as well. There was some discussion on the matter.

EMERGENCY SAFETY AND SECURITY FUND

Mr. James Grace presented specifications for the bid documents on how many and what type of cameras we needed for both complexes. There was some discussion on the matter. Mr. Grace stated he would be in contact with Catherina to make any final changes and then he would place the ad in the newspaper for open bids.

**NEW BUSINESS**

APPROVAL FOR SUBMISSION OF STATE BUDGET FYE 6/30/19

Catherina presented the State Budget FYE 6/30/19 for adoption. John Washington made a motion to approve the State Budget for FYE 6/30/19 for adoption and it was seconded by Laverne Hill. The motion was unanimously approved by all present.

SMOKE FREE PUBLIC HOUSING – HUD RULE

Catherina discussed information in regard to HUD requiring all public housing units across the nation to go smoke-free by July 30, 2018. She stated that Penn Towers has been smoke-free since 2015 but we would need a resolution passed deeming all Penns Grove Housing Authority public housing units including Silver Run to be designated smoke free effective July 30, 2018. She presented a smoke-free lease addendum, resolution, tenant notices and smoke-free handouts. There was some discussion on the matter. A motion was made by John Washington to approve Resolution 7-2018 adopting a non-smoking policy for all Penns Grove Housing Authority public units effective July 30, 2018 with the attached lease addendum and it was seconded by Laverne Hill. The motion was unanimously approved by all present.

BILLS

A motion to approve the bills listed below was made by Ignacia Washington and seconded by Laverne Hill. The motion was unanimously approved by all present. General Fund checks 13531 thru 13572, no checks issued for Congregate or Dial-A-Bus, and Mod check 2487. Also Supplemental Bill Lists were approved for General Fund, Security Deposit, Rental Checks, Payroll Checks, Mod, Section 8, and Dial-A-Bus, representing checks issued after the April Board meeting.

PUBLIC PORTION

There was no public present.

ADJOURNMENT

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