Penns Grove Housing Authority

40 South Broad Street

Penns Grove, NJ 08069

Minutes of the Meeting July 3, 2019

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

ROLL CALL

Present: Karen Wright, John Washington, Ignacia Washington, Laverne Hill, and Catherina Rutland

Absent: Hersell Smith and Margie Pollard

APPROVAL OF MINUTES

A motion to approve the regular minutes of the June 12, 2019 meeting was made by Laverne Hill and seconded by John Washington. The motion was unanimously approved 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 two vacant units at Silver Run Park.

Catherina reported that they have four evictions for non-payment of rent being processed at this time.

Catherina presented the monthly maintenance report.

Catherina stated that the new Atlantic City Bus trip has been scheduled for Tuesday, August 13, 2019.

Catherina stated that they will have the summer program this year for kids at Silver Run from July 8, 2019 to August 23, 2019. Our current staff members along with temporary workers will run the program. Catherina informed the Board that they will start off the summer program with a ceremony and lunch on July 8th for the students who received honor roll or perfect attendance in the 2nd half of the school year. It was mentioned that they will raffle off an iPAD at the ceremony.

Catherina advised the Board that they were working on planning two field trips for our kids. Enclosed is information on two bus trip suggestions for Soupy Island and Sahara Sam’s. Catherina stated she would like to ask the non-profit, Community Outreach Unlimited to cover the expenses of the trips. She also recommended that we would require the kids attending the trip to join our reading program. Then they would be required to complete a log of the books they read and have their parent or guardian, sign the log.

There was some discussion on the matter. The Board decided that Clementon Park was a better option for the children instead of Sahara Sam’s.

Catherina reported that she contacted the Borough in regard to the pot holes on Gillette Avenue. She stated that they told her to call the Carneys Point Township at 299-7082 and they corrected the repairs on the pot holes yesterday.

Catherina reminded the Board that she will be on vacation from July 16th to July 25th, 2019. She stated that Carolina will be available if they need anything and gave the Board contact information for both herself and Carolina.

EMERGENCY SAFETY AND SECURITY FUND

Catherina reported that all cameras were installed and are in working order. She was pleased with the quality of cameras and the new level of security that it has added for our residents.

There was some discussion on the warranty of the cameras.

NEW JERSEY NONPROFIT GRANT PILOT PROGRAM (NSGPP)

Catherina reported that the Penns Grove Borough Police Department is currently providing police security at Penn Towers and Silver Run. There was some discussion on the matter.

FORMING NAME FOR NEW NONPROFIT

Catherina presented a list of name ideas for our new non-profit organization. There was some discussion on the matter. The Board decided the name of our new non-profit organization shall be Penns Grove Community Housing Initiative.

Mr. Grace was instructed to begin setting up the Tax ID number and other paperwork to form our new non-profit organization.

RAD UPDATE

Catherina stated that HUD will come down to do a site visit and advise us on the best repositioning strategy for our organization on August 13, 2019.

There was some discussion on the matter.

**NEW BUSINESS**

LOCK OUT CHARGES

Catherina stated that she did contact several apartment complexes in the area and their lockout fees range from $25-$35 dollars.

After some discussion, a motion was made by John Washington to change our lock out fee from $40.00 to $25.00 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 14277 thru 14314, Mod check 2507, and no checks issued for Congregate or Dial-A-Bus. Also Supplemental Bill Lists were approved for General Fund, Security Deposit, Rental Checks, Payroll Checks, Mod, Section 8, Congregate, and Dial-A-Bus, representing checks issued after the June Board meeting.

PUBLIC PORTION

There was no public present at the meeting.

ADJOURNMENT

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