Penns Grove Housing Authority

40 South Broad Street

Penns Grove, NJ 08069

Minutes of the Meeting December 11, 2019

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

ROLL CALL

Present: Karen Wright, John Washington, Ignacia Washington, Laverne Hill, Hersell Smith, Margie Pollard, James K. Grace, and Carolina Valdez

Absent: Catherina Rutland

APPROVAL OF MINUTES

A motion to approve the regular minutes of the November 6, 2019 meeting was made by John Washington and seconded by Margie Pollard. The motion was unanimously approved by all present.

**OLD BUSINESS**

STATUS REPORT

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

Carolina reported that we currently have two eviction cases at this time but no court date has been set as of today.

Carolina presented the monthly financial report along with the monthly maintenance and unit report.

Carolina stated that the annual Thanksgiving dinner sponsored by the Borough of Penns Grove that was held on Thursday, November 14, 2019 was successful with a nice turnout.

Carolina thanked all of the Board members and Council members that assisted with the event that day.

Carolina informed the Board that they scheduled a holiday lunch for the Penn Towers seniors on Friday, December 13, 2019 at 12:00PM. She stated that the Holy Temple Church was sponsoring a free Holiday dinner for the seniors on December 14, 2019 at 1:00PM. She reported that they have planned a Winter Day Event for the Silver Run tenants on Friday, December 27, 2019 at noon and lunch will be provided. Carolina invited all Board members to attend these events.

Carolina reported that they will honor the kids who received perfect attendance or honor roll thus far this year on December 27, 2019.

Carolina stated that the Borough will be sponsoring an event with Santa for the kids on December 23, 2019 from 2-5PM at the Silver Run Community Room and that all Board members were invited to attend.

Carolina reminded the Board that the Penns Grove Housing Authority has a bus trip to Atlantic City scheduled on Tuesday, February 11, 2020.

Carolina presented the HUD SEMAP report and score we received, as well as a notice regarding a PHADA scholarship for the high school seniors.

Carolina also informed the board that all the signs that were ordered for Silver Run and Penn Towers were installed.

**NEW BUSINESS**

AUDIT REPORT FYE 6/30/19

1. AUDIT REVIEW CERTIFICATE AND RESOLUTION

Carolina stated that she had mailed each Board member a copy of the audit report this week for their review. Carolina stated there were no findings for this year. The Board commended the staff in achieving a good audit this year. There was some discussion about the audit report. Margie Pollard made a motion to accept the audit as presented and pass Resolution 9-2019. Laverne Hill seconded the motion and a roll call was made. The motion was unanimously approved by all present.

A motion to approve the Audit Review Certificate Resolution 10-2019 was made by Laverne Hill and seconded by Hersell Smith. All members present approved and signed the resolution.

RESOLUTION: BOARD MEETING DATES FOR 2020

Carolina presented Resolution 11-19 for the 2020 Board meeting dates as well as the Official Publications used this year. Hersell Smith made a motion approving the Resolution setting the dates, time and place of various meetings for the Penns Grove Housing Authority, also designating the Official Publications for the year 2020. Ignacia Washington seconded the motion and it was unanimously approved by all present.

RECOGNITION:

The board wanted to commend Margie Pollard for passing all of her commissioner’s classes.

BILLS

A motion to approve the bills listed below was made by Hersell Smith and seconded by Ignacia Washington. The motion was unanimously approved by all present. General Fund checks 14585 thru 14629, Mod check 2512, 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 November Board meeting.

PUBLIC PORTION

There was no public present at this meeting.

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.