

HOUSING AUTHORITY BOARD REGULAR MEETING AGENDA

February 28, 2023 at 5:00 PM

1. Informational Update:

VOUCHER/HAP PROGRAM

- a) 5 recertifications and 3 interims were performed for December 2022.
- b) 9 recertifications and 1 interim were performed for January 2023.
- c) On 1/17/2023, 3 informal hearings were performed to determine the end of participation for 3 current voucher holders due to their failure to follow their obligations as participants of the VGHA Section 8 program.
- d) A voucher holder who had been searching for housing for several months, was able to find housing and leased up 2/1/2023.
- e) Balance of VGHA HAP Checking account as of 12/31/2022 was: \$6,168.00.
- f) Balance of VGHA HAP Savings account as of 12/31/2022 was: \$17,240.13.
- g) Balance of VGHA Admin Checking account as of 12/31/2022 was: \$49,379.46.
- h) Balance of VGHA HAP Checking account as of 1/31/2023 is: \$10,383.00.
- i) Balance of VGHA HAP Savings account as of 1/31/2023 is: \$17,490.37.
- j) Balance of VGHA Admin Checking account as of 1/31/2023 is: \$57,774.46.

2. Informational Update:

COMMUNITY DEVELOPMENT

- a) One of the fence panels and the stockade door lock was repaired at 213 Center Street.
- b) Asha Gallacher and Nina J Stewart (HA Attorney's) are finalizing the new lease for 213 Center Street. At the VGHA Board Meeting held on 7/26/2022, Inga Van Eysden made motion and was approved by Marilyn Corwin to keep the rent the same, but have the tenant be responsible to pay for heating (propane) and electric.
 - 1. Tenant will also be required to sign a service contract with the propane company.
- c) Discussion of installing a security camera/motion detector light at 278 2nd Street.
- d) Balance of CD 213 Center Street Checking account as of 12/31/2022 was: \$47,232.95.
- e) Balance of CD 278 2nd Street checking account as of 12/31/2022 was: \$18,878.61.
- f) Balance of CD 213 Center Street Checking account as of 1/31/2023 was: \$43,213.73.

g) Balance of CD 278 2nd Street checking account as of 1/31/2023 was:
\$13,638.84.

2023 Monthly Projected Income:

278 2 nd St, Unit # 1	\$1,375.00
278 2 nd St, Unit # 2	\$1,125.00
278 2 nd St, Unit # 3	\$1,275.00
213 Center St	\$1,125.00
Total Expected Revenue	\$4,900.00

3. Resolutions:

- a) MOTION – to approve the minutes of the December 13, 2022 Board Meeting.
- b) MOTION – to ratify December 2022 accounts payable for the Housing Authority totaling \$107,616.02.
- c) MOTION – to ratify December 2022 accounts payable for the 213 Center Street totaling \$721.59.
- d) MOTION – to ratify December 2022 accounts payable for 278 2nd Street totaling \$3,339.78.
- e) MOTION – to ratify January 2023 accounts payable for the Housing Authority totaling \$104,304.31.
- f) MOTION – to ratify January 2023 accounts payable for the 213 Center Street totaling \$1,160.31.
- g) MOTION – to ratify January 2023 accounts payable for 278 2nd Street totaling \$4,620.39.
- h)
- i) MOTION - to approve the Civil Rights Certification for 2023. (Annually, qualified public housing agencies are required to make a Civil Rights certification of the public housing program in accordance with 5A of the Act, as amended by HERA, on form HUD-50077-CR, Civil Rights Certification.)

4. Next meeting will be held on Tuesday, March 28, 2023 at 5:00pm.

5. Motion to adjourn.



Village of Greenport Housing Authority Regular Board Meeting

MINUTES

The regular monthly meeting was held on December 13, 2022.

Those present were Tina Finne, Marilyn Corwin, Christopher North and Asha Gallacher: Meeting was called to order by Chairperson Tina Finne at 5:04pm.

1. Section 8 Housing Update:

- a) 4 recertifications and 3 interims were performed for September 2022.
- b) 6 recertifications and 8 interims were performed for October 2022.
- c) 6 recertifications and 1 interim were performed for November 2022.

2. Community Development:

- a) Continue discussion on rental increases to 278 2nd Street.
- b) Review Nina J Stewart's (HA Attorney's) edits to the 278 2nd Street lease.

3. Resolutions:

- a) MOTION – was made to approve the minutes of the October 25, 2022 Board Meeting.
- b) MOTION – was made to ratify October 2022 accounts payable for the Housing Authority totaling \$102,102.89. Tina Finne made motion; Marilyn Corwin carried.
- c) MOTION – was made to ratify October 2022 accounts payable for the 213 Center Street totaling \$721.59. Tina Finne made motion; Christopher North carried.
- d) MOTION – was made to ratify October 2022 accounts payable for 278 2nd Street totaling \$3,339.78. Tina Finne made motion; Christopher North carried.
- e) MOTION – was made to ratify November 2022 accounts payable for the Housing Authority totaling \$102,788.13. Tina Finne made motion; Marilyn Corwin carried.
- f) MOTION – was made to ratify November 2022 accounts payable for the 213 Center Street totaling \$669.33. Tina Finne made motion; Christopher North carried.
- g) MOTION – was made to ratify November 2022 accounts payable for 278 2nd Street totaling \$3,036.32. Tina Finne made motion; Christopher North carried.
- h) MOTION – was made to accept the lease for 278 2nd Street. Tina Finne made motion; Christopher North carried.
- i) MOTION – was made to raise the rents \$100 for each apartment at 278 2nd Street. Tina Finne made motion; Marilyn Corwin carried.

4. Next meeting will be held on Tuesday, February 28, 2023 at 5:00pm.

5. Tina Finne made motion to adjourn, Christopher North carried. Meeting adjourned at 5:24 pm.

Respectfully submitted by Tina Finne, Board Chairperson