

HOUSING AUTHORITY BOARD REGULAR MEETING AGENDA
March 28, 2023 at 5:00 PM

1. Informational Update:

VOUCHER/HAP PROGRAM

- a) 7 recertifications and 2 interims were performed for February 2022.
- b) One voucher holder's participation was terminated due to the family's failure to request a fair hearing.
- c) The VGHA's decision to terminate one voucher holder's participation was upheld by the Hearing Officer due to the family committing program violations.
- d) Balance of VGHA HAP Checking account as of 2/28/2023 is: \$ 9,325.00.
- e) Balance of VGHA Admin Checking account as of 2/28/2023 is: \$52,726.65.
- f) Balance of VGHA HAP Savings account as of 2/28/2023 is: \$17,512.77.

2. Informational Update:

COMMUNITY DEVELOPMENT

- a) 278 2nd Street #2 refrigerator evaporator coil was replaced.
- b) 278 2nd Street #1 lease with the rental increase of \$100 commenced on 3/1/2023.
- c) 278 2nd Street #3 lease with the rental increase of \$100 commenced on 2/1/2023.
- d) 213 Center Street's fence that was replaced will be painted.
- e) Balance of 213 Center Street Checking account as of 2/31/2023 was: \$43,313.64.
- f) Balance of 278 2nd Street checking account as of 2/31/2023 was: \$12,181.16.

2023 Monthly Projected Income:

278 2 nd St, Unit # 1	\$1,475.00
278 2 nd St, Unit # 2	\$1,125.00
278 2 nd St, Unit # 3	\$1,275.00
Total 278 Total Rental Income	\$3,875.00
213 Center St	\$1,125.00

3. Resolutions:

- a) MOTION – to approve the minutes of the February 28, 2022 Board Meeting.
- b) MOTION – to ratify February 2023 accounts payable for the Housing Authority totaling \$104,972.54.
- c) MOTION – to ratify February 2023 accounts payable for the 213 Center Street totaling \$1,075.09.
- d) MOTION – to ratify February 2023 accounts payable for 278 2nd Street totaling \$5,379.68.

4. Next meeting will be held on Tuesday, April 25, 2023 at 5:00pm.

5. Motion to adjourn.



Village of Greenport Housing Authority Regular Board Meeting

MINUTES

The regular monthly meeting was held on February 28, 2023.

Those present were Marilyn Corwin, Inga Van Eysden, Christopher North, Stephen Gaffga and Asha Gallacher: Meeting was called to order by board member Marilyn Corwin at 5:02pm.

1. Section 8 Housing Update:

- 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. 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.
- c) Tenant will also be required to sign a service contract with the propane company.
- d) Discussion of installing a security camera/motion detector light at 278 2nd Street.
- e) Balance of CD 213 Center Street Checking account as of 12/31/2022 was: \$47,232.95.
- f) Balance of CD 278 2nd Street checking account as of 12/31/2022 was: \$18,878.61.
- g) Balance of CD 213 Center Street Checking account as of 1/31/2023 was: \$43,213.73.
- h) Balance of CD 278 2nd Street checking account as of 1/31/2023 was: \$13,638.84.

3. Resolutions:

- a) MOTION – to approve the minutes of the December 13, 2022 Board Meeting. Marilyn Corwin made motion; Christopher North carried.

- b) MOTION – was made to ratify December 2022 accounts payable for the Housing Authority totaling \$107,616.02. Corwin made motion; Inga Van Eysden carried.
- c) MOTION – was made to ratify December 2022 accounts payable for the 213 Center Street totaling \$721.59. Marilyn Corwin made motion; Christopher North carried.
- d) MOTION – was made to ratify December 2022 accounts payable for 278 2nd Street totaling \$3,339.78. Marilyn Corwin made motion; Inga Van Eysden carried.
- e) MOTION – was made to ratify January 2023 accounts payable for the Housing Authority totaling \$104,304.31. Marilyn Corwin made motion; Christopher North carried.
- f) MOTION – was made to ratify January 2023 accounts payable for the 213 Center Street totaling \$1,160.31. Marilyn Corwin made motion; Inga Van Eysden carried.
- g) MOTION – was made to ratify January 2023 accounts payable for 278 2nd Street totaling \$4,620.39. Marilyn Corwin made motion; Christopher North carried.
- h) MOTION - was made 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). Marilyn Corwin made motion; Christopher North carried.

- 4. Next meeting will be held on Tuesday, March 28, 2023 at 5:00pm.
- 5. Inga Van Eysden made motion to adjourn, Marilyn Corwin carried. Meeting adjourned at 5:39 pm.

Respectfully submitted by Tina Finne, Board Chairperson