



# Newark Housing Authority

September, 2017

## Plumbing Care

Never pour cooking oil or other greasy materials down the drains. Oils and grease used in cooking may be liquid after use, but they can harden inside pipes and cause blockages. Instead of pouring grease down the drain, wipe it off the pot or pan with a paper towel, place a slice of bread in it to soak the grease up and throw it away or pour cooled oil and fats into a non-recyclable container and then dispose with the trash.

Avoid putting feminine products and baby wipes down the toilet. They will not only plug your toilet but also plug the sewer line.

Please make your family aware of what should and should not be put down the drain. If maintenance finds the clog is due to tenant neglect, you will be charged.

Fall is on the way...take a look around your house. How much clutter and debris do you have lying around? How your yard looks is not only a reflection of you and your neighbors, but also the Housing Authority. In the near future, Newark Housing Authority staff will be going around and looking at the condition of the property. If your lawn falls into the above category, you may get a letter from the office stating that it needs to be picked up. **Take pride in your home and pick up!!**

## Newark Housing Authority:

Executive Director:  
Marie Wasman

**315-331-1574**

• Ext. 225 Kari

• Ext. 221 Receptionist

OR

[www.newarknyhousing.org](http://www.newarknyhousing.org)

Emergency After Hours  
315-331-8294

Fire/Police  
911

### New Office Hours:

Mon: 8:30-12:00  
1:00-4:30

Tues: 8:30-12:00  
1:00-4:30

Wed: 8:30-12:00  
\*\*\*1:00-4:30 by  
appointment only\*\*\*

Thurs: 8:30-12:00  
1:00-4:30

Fri: 8:30-12:00  
1:00-4:30

Closed Monday-Friday 12:00-  
1:00 for lunch

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## Labor Day...

Please note, the office will  
be closed on Monday,  
September 4th

## School is Starting...so keep your eyes open!!

It's time again for kids to head back to school. Please drive carefully, especially near the bus stops. Help make this a safe school year for everyone!!



## Fire Safety Poster Contest...

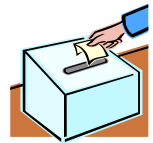
October is fire safety month and with that comes our annual Fire Safety Poster Contest. This year's theme is "Every Second Counts—Plan 2 Ways Out". Be on the lookout for information regarding the contest. Your child could win up to \$50!



## Tenant Commissioner Elections...

In the near future you will be receiving information regarding Newark Housing Authority's Tenant Commissioner elections which will be held on December 1st. Every two years tenants of the Newark Housing Authority vote for two of the seven Board members. The other five commissioners are appointed by the Mayor of Newark. A list of eligible tenants will be posted on the bulletin board at the office. Nominating petitions will be available in the office for eligible tenants.

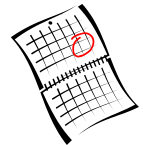
If you have any questions regarding the elections, feel free to contact Yolonda at ext. 227.



**Security**...We would like to again remind our friends at the Hi-Rise at 200 East Miller Street to please refrain from opening the outside building doors to anyone that you do not know. In addition, if someone calls your apartment and requests to be let in and you do not recognize the person requesting entrance, please do not buzz them into the building. We ask this in order to help us maintain the safety of your home.

Also, if you see an outside light that is out, please call the office and a work order will be issued. **Do not tell Lisa—call the office for work orders!**

## Important Dates to Remember:



Monday, 9/4/17—Office Closed for Labor Day Holiday

Thursday, 9/7/17—14 Day Notices and Late Fees issued for month of September if rent not paid by 4:30 pm on Wednesday, 9/6/17

Week of 9/11/17—Annual Inspections for families with September recert date

Wednesday, 9/13/17—Court for 14 Day Notices issued in August if not paid