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**BOARD MEETING #579
March 23, 2021**

The regular meeting of the Housing Authority of the County of Union was held on March 23, 2021 via a zoom call. The meeting was rescheduled from March 17, 2021 due to a possible gas leak at the main office. Gale Reish, chairperson, called the meeting to order at 11:31am. Members present were Michael Hanyak, Tom Beck and Diane Meixell. Also, present were Bruce Quigley, Executive Director; Melissa Lobos, Solicitor, and Sharon Leon, Deputy Director/Secretary. Absent from the meeting was Chenoa Lee.

1. Tom Beck made a motion to approve the minutes of the February 24, 2021 meeting (578). Diane Meixell seconded same, and the Board unanimously passed by those present.

2. TREASURER'S REPORT & FINANCIAL:

Diane Meixell made a motion to approve the February 2021 Treasurer's Report as presented. Tom Beck seconded same, and the Board unanimously passed by those present.

- a. The White Deer Commons operating account is open with a .06% interest rate, while all other accounts at Susquehanna are at a .35% interest rate. This is a brand-new account. We will reach out to Susquehanna Community Bank to question the difference.
- b. Datesman revenue was less than usual, due to rents collected not hitting the account before the end of the month.
- c. Fraud repayments are higher than usual. Most of the repayments are due to income changes not being reported or unemployment income being received in a lump sum for a participant waiting to receive this income. Participants are notified when reporting an unemployment claim that if a lag persists in receiving this, there may be a repayment because HUD requires this income to be counted for the household when it is received. The additional money (\$300) that is added to weekly unemployment due to the CARES Act is not reported as income.
- d. The Unrestricted account lists the amount due back from the Owner-Occupied Rehabilitation Program when that money is received from the grant holder, Federal Home Loan Bank.

3. HOUSING STAFF REPORTS:

Tom Beck made a motion to approve the March 2021 staff reports of the Authority including: Housing Choice Voucher Program, Datesman Village Apartments, Meadow View Apartments, White Deer Commons, Penn Commons, Newky Apartments, Justice Bridge, FSS and the Residential Rehabilitation programs. Diane Meixell seconded same, and the Board unanimously passed by those present.

PUBLIC PARTICIPATION:

No public participation

Bruce L. Quigley, *Executive Director* | Sharon Leon, *Deputy Director/Secretary* | Martin & Lobos, *Solicitor*
AUTHORITY MEMBERS: Dr. W. Gale Reish, *Chairperson* | Dr. Michael E. Hanyak, Jr., *Vice Chairperson*
Thomas Beck, *Treasurer* | Chenoa Lee | Diane Meixell



Housing Authority of Union County prohibits discrimination in all of its activities on the basis of race, color, national origin, gender, religion, age, familiar status, marital status, handicap or disability.



UNFINISHED BUSINESS:

1. COVID-19 Strategy: The Housing Authority is maintaining protocol and continues with staggered staff schedules and all offices continue to be closed to the public.
2. Update on Refinancing of Meadow View Apartments: The Housing Authority Solicitor is continuing work on the prepay application with Rural Development and reviewing the guidelines of the prepayment. The purpose of the refinance is to reduce the 6.25% interest rate on the loan.
3. Update on ECHO (Elder Cottage Housing Options) cottage
 - a. This program is in collaboration with the Area Agency on Aging (AAA) and funded through a Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund (PHARE) grant. One unit can be placed in Snyder County and one in Union County. The Housing Authority will be owning and managing the units.
 - b. A potential application for Snyder County is currently being reviewed. The unit would be placed in the flood plain, of which there are currently no guidelines. The program will be reaching out to the grant holder and the township to discuss this issue.
4. The Housing Choice Voucher Program has received shortfall funds to cover expenses for Housing Assistant Payments for 2020. The amount received was \$45,333.
5. Work is continuing on an interagency agreement with the Snyder County Housing Authority. The agreement will allow eligible applicants to move within the two counties without going through a portability process. The existing charter does not currently allow that.

NEW BUSINESS:

1. Tom Beck ratified a motion to approve the audit report for White Deer Commons for the fourth quarter of 2019. Diane Meixell seconded same, and the Board unanimously passed by those present.
2. Diane Meixell made a motion to approve the termination for cause of a Housing Authority employee, previously placed on probation. Tom Beck seconded same, and the Board unanimously passed by those present.

INFORMATIONAL ITEMS:

None

ADJOURNMENT:

Tom Beck made a motion to adjourn the regular meeting at 12:01pm.

Sharon Leon, Secretary