

BOARD MEETING #572
September 16, 2020

The regular meeting of the Housing Authority of the County of Union was held on September 16, 2020 via a zoom call. Gale Reish, chairperson, called the meeting to order at 2:19PM. 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. Michael Hanyak made a motion to approve the minutes of the August 19, 2020 regular meeting (571). Tom Beck seconded same, and the Board unanimously passed by those present.

2. TREASURER'S REPORT & FINANCIAL:

Tom Beck made a motion to approve the August 2020 treasurer report as presented. Michael Hanyak seconded same, and the Board unanimously passed by those present.

3. HOUSING STAFF REPORTS:

Diane Meixell made a motion to approve the September 2020 staff reports of the Authority including: Housing Choice Voucher Program, Kelly Apartments, Datesman Village Apartments, Meadow View Apartments, White Deer Commons, Penn Commons, Newky Apartments, Justice Bridge, FSS and the Residential Rehabilitation programs. Tom Beck seconded same, and the Board unanimously passed by those present.

4. Michael Hanyak made a motion to reschedule the regular board meeting #573 from October 21 to October 14, 2020 at 2pm and advertise the change. Diane Meixell seconded same, and the Board unanimously passed by those present

The need to reschedule the October board meeting is due to a deadline in respect to a real estate issue with a 30-day requirement.

PUBLIC PARTICIPATION:

Don McClure and Nancy Steckel participated via Zoom.

None scheduled

UNFINISHED BUSINESS:

1. COVID-19 Strategy
 - a. The Strategy remains in place, and offices remain closed to the public. Cleaning protocols remain in effect.

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



- b. Expenses in HCV have increased by approximately \$20,000/month, due to income changes of tenants. CARES funds were received by HUD, which will assist in covering these expenses. Hazard pay, cleaning and remote operational costs have also been covered with this funding.
2. Update on Capital Improvements at White Deer Commons
 - a. White Deer Commons – The replacement of kitchen/baths is continuing. Photos of work completed will be sent to the board. All work should be completed by the end of November.
 - b. Community Service Center – Materials for the roof replacement were delivered today. The project should be completed in approximately 3 weeks.
 - c. Meadow View Apartments – Proposals to replace the roofing at Meadow View Apartments have been accepted.
 3. Kelly Apartments Management Termination Agreement

* Michael Hanyak made motion to approve Bruce Quigley to sign the termination agreement for Kelly Apartment Management Services Contract. Diane Meixell seconded same, and the Board unanimously passed by those present.

NEW BUSINESS:

1. *Michael Hanyak made a motion to ratify approval of the 2020 Payments in Lieu of Taxes. Tom Beck seconded same, and the Board unanimously passed by those present.
 - a. The Housing Authority is tax exempt but voluntarily gives payments to the county and townships in lieu of taxes

*Michael Hanyak made a motion to table item's 2 and 3 on the agenda under 'New Business' until the next meeting. Diane Meixell seconded same, and the Board unanimously passed by those present.

2. *Approve Mortgage Proposal for Meadowview Apartments
3. *Approve Mortgage Proposal for Community Services Center
4. *Tom Beck made a motion to approve the 2021 General Fund Budget. Michael Hanyak seconded same, and the Board unanimously passed by those present.
 - a. This budget is for FY 2021, and includes CARES funding. The budget for 2022 will not include this funding.
5. *Diane Meixell made a motion to approve entering into an agreement with H&P Construction in the amount of \$42,035 for roof replacement at Meadow View Apartments. Tom Beck seconded same, and the Board unanimously passed by those present.
 - a. Three proposals for roof replacement were received. H& P Construction provided the lowest proposal. Additional offers were from PA Roofers at \$45,136 and Timber Ridge Roofing Solutions @ \$52,912.50.

INFORMATIONAL ITEMS:

1. A thank you letter was received from a homeowner who participated in the UCHA Owner-Occupied Rehabilitation Program. She wanted to personally thank the UCHA rehab staff and all of the contractors on the job.
2. The Housing Authority is no longer manager of Kelly Apartments in Lewisburg. ME Management bought the property for 4.05 million. UCHA made an initial offer in the amount of 1.75 million, based on knowledge of the property and the amount of work that is needed to maintain the high level of management that the Housing Authority provides. A consultant did provide input for the offer and felt it was fair based on the capital

improvements that have not been addressed for nearly 40 years. The site is for elderly/disabled individuals and it is our understanding that those guidelines will continue to be in place at the site.

*Michael Hanyak Made a motion to move into an Executive Session for purposes of examining a legal issue at 2:50pm. Tom Beck seconded same, and the Board unanimously passed by those present.

*Michael Hanyak made a motion to go back in to regular session at 3:10 pm. Diane Meixell seconded same, and the Board unanimously passed by those present.

All attendees chose to exit the meeting during the Executive Session.

ADJOURNMENT:

Michael Hanyak made a motion to adjourn the regular meeting at 3:11 PM.

Sharon Leon, Secretary