

BOARD MEETING #583
July 21, 2021

The regular meeting of the Housing Authority of the County of Union was held on July 21, 2021. Gale Reish, chairperson, called the meeting to order at 2:10pm. Members present were Michael Hanyak, Tom Beck and Diane Meixell. Also, present were Bruce Quigley, Executive Director; Melissa Lobos, Solicitor, Sharon Leon, Deputy Director/Secretary and Melanie Page, Accountant. Absent from the meeting was Chenoa Lee.

Executive Session was held prior to the public meeting at which time a real estate issue and personnel issue were discussed.

1. Michael Hanyak made a motion to approve the minutes of the June 16, 2021 meeting (582). Tom Beck seconded same, and the Board unanimously passed by those present.

2. TREASURER'S REPORT & FINANCIAL:

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

- a. The \$7500 non-profit asset management fee is paid through rural development every year.
- b. The updated treasurer's report has been very helpful to the Board. The change is appreciated.

3. HOUSING STAFF REPORTS:

Tom Beck made a motion to approve the June 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.

- a. White Deer Commons has two vacancies but will be filled immediately.

PUBLIC PARTICIPATION:

Nancy Steckel was in attendance. She was thankful for the communication in regards to meetings.

UNFINISHED BUSINESS:

1. COVID-19 Strategy- The main office has opened to the public. We are asking that unvaccinated individuals continue to mask. We continue to follow CDC guidelines. An incentive was given to employees who opted to be vaccinated. A hybrid meeting system is being looked at for future meetings.
2. 2021 Payment in lieu of taxes was approved last month for all building owned by the Housing Authority, except White Deer Commons. This will be the first PILOT payment at this complex since acquiring ownership.

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



*Michael Hanyak made a motion to approve the PILOT payment for White Deer Commons. Diane Meixell seconded same and the Board unanimously passed by those present.

NEW BUSINESS:

1. Proposals were accepted in July for 3 years of auditor services, to begin auditing the 2021 fiscal year.
*Michael Hanyak made a motion to approve Malcom Johnson & Company for auditor services. Tom Beck seconded same, and the Board unanimously passed by those present.

INFORMATIONAL ITEMS:

1. An amendment to the Open Meetings Law has been passed and becomes effective August 29, 2021. Notably, the law applies to any meeting where deliberation is expected over an issue – even if there is no vote – including typical committee meetings. But it does not include official executive sessions or conferences that are not required to be open meetings under the Sunshine Act. The amended law requires that the Board make detailed public meeting agendas available 24 hours prior to a meeting, post at the meeting location and main office and provide copies to all in attendance. The amended Sunshine Act also prohibits the board or governing body from taking official action on a matter of business at a meeting if the matter was not included in the required notification, *except* under the following circumstances:
 - it relates to an emergency involving a clear and present danger to life or property
 - it is *de minimis* in nature and does not involve the expenditure of funds or entering into a contract or agreement
 - it is brought to the attention of the board at a meeting and the action involves referring the matter to staff for further research
 - it is added to the agenda by a majority vote of the individuals present and voting at the meeting, and the reason for the added item is announced before the vote

For matters added to an agenda by a majority vote, the Board may then take official action on the matter provided that it posts the amended agenda on its website and at its main office no later than the first business day following the meeting at which the agenda was changed.

UCHA will post the Board meeting public agenda on the UCHA website and at the main office at least 24 hours prior to start of the public meeting. Agendas will continue to be available to all attendees of the meeting as always.

2. Most of the 2020 minutes have been posted to the website. It was agreed to have 3 years of minutes posted soon.

ADJOURNMENT:

Michael Hanyak made a motion to adjourn at 2:25pm. Tom Beck seconded same, and the Board unanimously passed by those present.

Sharon Leon, Secretary