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**BOARD MEETING #591
February 16, 2022**

The regular meeting of the Housing Authority of the County of Union was held on February 16, 2022. Tom Beck, chairperson, called the meeting to order at 2:00 pm. Members present were Gale Reish, Matt Schumacher, and Diane Meixell. Also, present were Bruce Quigley, Executive Director; Melissa Lobos, Solicitor, Sharon Leon, Deputy Director, and Allyson Weaver, Secretary. Absent from the meeting was Chenoa Lee.

An Executive Session was held prior to the public meeting at which time personnel issues were discussed.

Call to Order:

1. Gail Reish made a motion to approve the minutes of the January 19, 2022, Annual Meeting (589). Matt Schumacher seconded same, and the Board unanimously passed by those present.
2. Diane Meixell made a motion to approve the minutes of the January 19, 2022, Board Meeting (590). Gale Reish seconded same, and the Board unanimously passed by those present.
3. **TREASURER'S REPORT & FINANCIAL:**
Gale Reish made a motion to approve the January 2022 Treasurer's Report as presented. Diane Meixell seconded same, and the Board unanimously passed by those present.
 - a. The Buffalo Valley Regional Police continues to make payments on a loan for improvements to their offices at the CSC. The loan is for a term of 15 years at 2% interest, which started in 2013 and ends in 2028. The balance is approximately \$125,000 due with interest.
 - b. The Housing Choice Voucher program has been receiving less monthly funding than is being utilized, due to the excess of funds from previous months. The Mainstream program is experiencing monthly shortfall due to funding being based on last year's utilization numbers. HUD is fully funding the deficit as requested by UCHA.
4. **HOUSING STAFF REPORTS:**
Gale Reish made a motion to approve the January 2022 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. Matt Schumacher abstained from the vote.

PUBLIC PARTICIPATION:

Richard Owen, Nancy Steckel, and Gina Melone were in attendance.

Bruce L. Quigley, *Executive Director* | Sharon Leon, *Deputy Director* | Martin & Lobos, *Solicitor*
AUTHORITY MEMBERS: Thomas Beck, *Chairperson* | Dr. W. Gale Reish, *Vice-Chairperson*
Diane Meixell, *Treasurer* | Matt Schumacher | Chenoa Lee | Allyson Weaver, *Secretary*



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 – we continue to follow CDC guidelines. The CDC has mentioned new masking updates coming soon.
2. The Interagency Agreement with the Snyder County Housing Authority has been signed by UCHA and we are waiting for an update from Snyder County Housing Authority solicitor.

NEW BUSINESS:

1. The Housing Authority is looking at an agreement for services with Rural Housing Works.
 - a. This would be an amendment to the existing agreement already in place, with an hourly rate for services with additional staff costs.

Gale Reish made a motion to have an hourly wage be negotiated with an amount to be determined. Matt Schumacher seconded the motion. The motion was tabled until next month.

2. The Housing Authority applied to the county for approval of the replacement of 4 geothermal units at White Deer Commons. The county had to abandon a project funded by their CDBG-CV grant with Union-Snyder Community Action Agency in the amount of \$40,000 that was designated to provide rent/mortgage/utility/food assistance. Because these units will have filtration systems for the home, the funds can be utilized to purchase and install them. Because these units will have filtration systems and that falls under Corona virus funding, these funds can be utilized for purchase and installation. County will put out specs for bids on the 4 replacement units and only 1 additional unit will need to be replaced in the future.
3. Diane Meixell made a motion to approve the Family Self-Sufficiency Program Action Plan. Gale Reish seconded same, and the Board unanimously passed by those present.
 - a. The Action Plan are guidelines set forth by HUD and UCHA to operate the program. Changes were made to the existing plan in regards to demographics of the county and participant data. Additionally, monies from unused escrow account funds that were recaptured upon forfeiture of a participant can and will be utilized by current participants for incentives.
4. Gale Reish made a motion to accept the resignation of Jennifer Grove. Matt Schumacher seconded same, and the Board unanimously passed by those present.
5. Gale Reish made a motion to approve a resolution acknowledging Jennifer Grove's 10 years of service at the Housing Authority. Diane Meixell seconded same, and the Board unanimously passed by those present.
6. Diane Meixell made a motion to approve a resolution acknowledging Lauren Stilwell's 10 years of service at the Housing Authority. Matt Schumacher seconded same, and the Board unanimously passed by those present.
7. Diane Meixell made a motion to approve adding Matt Schumacher to the Pension Committee. Gale Reish seconded same, and the Board unanimously passed by those present.

INFORMATIONAL ITEMS:

1. The Housing Authority and Redevelopment Authority officials met with the Union County Commissioners last month at the Commissioner's request to discuss the housing authority and redevelopment authority's programs and initiatives.

ADJOURNMENT:

Tom Beck made a motion to adjourn at 2:23pm.

Allyson Weaver, Secretary