

**BOARD MEETING #595
June 15, 2022**

The regular meeting of the Housing Authority of the County of Union was held on June 15, 2022. Tom Beck, chairperson, called the meeting to order at 2:00 pm. Members present were Gale Reish, and Diane Meixell. Also, present were Sharon Leon, Executive Director, Melissa Lobos, Solicitor, and Allyson Weaver, Secretary. Absent from the meeting was Matt Schumacher and Gina Melone.

An Executive Session was held prior to the public meeting at which time 2 Personnel issues, and 2 Legal issues were discussed.

Call to Order: 2:00 pm

1. Gale Reish made a motion to approve removing item number 4 under new business from today's agenda. Diane Meixell seconded same, and the Board unanimously passed by those present.
2. Gale Reish made a motion to approve the minutes for the Regular Meeting 594 held May 18, 2022. Diane Meixell seconded same, and the Board unanimously passed by those present.
3. Gina Melone has been appointed as the new client board member for UCHA.
4. **TREASURER'S REPORT & FINANCIAL:**
Diane Meixell made a motion to approve the May 2022 Treasurer's Report as presented. Gale Reish seconded same, and the Board unanimously passed by those present.
 - a. The two main funding sources used for the Residential Rehabilitation Program are Federal Home Loan Bank and HOME. Reports are included in the board packet for June.
 - b. As of July 1, 2022, Susquehanna Community Bank has increased the interest rates on all accounts to .50 percent.
5. **HOUSING STAFF REPORTS:**
Gale Reish made a motion to accept Housing Authority staff reports for May 2022. Diane Meixell seconded same, and the Board unanimously passed by those present.

PUBLIC PARTICIPATION: (via Zoom)

1. Richard Owen
2. Nancy Steckel
3. Michael Hanyak

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



UNFINISHED BUSINESS:

1. UCHA has approved the Interagency Agreement with one slight change in regards to management. Snyder County is currently looking at the change for approval.
2. Gale Reish made a motion to approve taking the Agreement for Services with Rural Housing Works off the table. Diane Meixell seconded same, and the Board unanimously passed by those present.
3. Diane Meixell made a motion to approve putting the Agreement for Services with Rural Housing Works back on the table. Gale Reish seconded same, and the Board unanimously passed by those present.

NEW BUSINESS:

1. Gale Reish made a motion to approve the Datesman Village 2023 budget. Diane Meixell seconded same, and the Board unanimously passed by those present.
 - a. We will review adding additional money to the reserve, due to multiple capital improvements completed over last two years. No major capital improvements have been planned for FY 2023.
2. Gale Reish made a motion to approve the Meadow View 2023 budget. Diane Meixell seconded same, and the Board unanimously passed by those present.
3. Diane Meixell made a motion to approve CSC rental agreement with Big Brothers Big Sisters pending solicitor approval. Gale Reish seconded same, and the Board unanimously passed by those present.
4. Diane Meixell made a motion to approve a staff change in salary for Jennifer Bryson effective June 20, 2022. Gale Reish seconded same, and the Board unanimously passed by those present.
 - a. Jennifer will be transitioning into various senior level accounting responsibilities and overseeing the Housing Choice Voucher Program during transition for other staff.
5. Gale Reish made a motion to approve staff accounting access at Susquehanna Community Bank for Jenny Bryson. Diane Meixell seconded same, and the Board unanimously passed by those present.
 - a. Additional access is necessary for Jennifer's additional responsibilities.
6. Diane Meixell made a motion to approve the White Deer Commons 2021 Audit Report. Gale Reish seconded same, and the Board unanimously passed by those present.
7. Gale Reish made a motion to approve the Housing Authority 2021 Audit Report with the revisions that were noted. Diane Meixell seconded same, and the Board unanimously passed by those present.

INFORMATIONAL ITEMS:

1. The Housing Authority partnered with Seda-COG to offer a breakfast on June 20, 2022, from 8:00-9:30 am at the East Buffalo Township Building to engage contractors to work with various rehabilitation programs for both agencies.

ADJOURNMENT:

1. Gale Reish made a motion to adjourn.

Allyson Weaver, Secretary