



1610 Industrial Blvd., Suite 400 | Lewisburg, Pa 17837-1273 | P: 570-522-1300 | F: 570-522-1329 | TDD 1-800-654-5984

BOARD MEETING #605
March 15, 2023

The regular meeting of the Housing Authority of the County of Union was held on March 15, 2023 Tom Beck, chairperson, called the meeting to order at 2:09 pm. Members present were Gale Reish, Mike Stoltzfus, Matt Schumacher and Gina Melone. Also, present Sharon Leon, Executive Director, Melissa Lobos, Solicitor, Allyson Weaver, Secretary, and Bruce Quigley, Development Director.

An Executive Session was held prior to the public meeting at which time, three Real Estate issues, two Legal issues, one Personnel issue, and two Contract issues were discussed.

Call to Order: 2:09 pm.

1. Gale Reish made a motion to approve the minutes for the Regular Meeting 604 (held February 15, 2023). Matt Schumacher seconded same, and the Board unanimously passed by those present.
2. **TREASURER'S REPORT & FINANCIAL:**
Matt Schumacher made a motion to approve the Treasurer's Report for February 2023. Gina Melone seconded same, and the Board unanimously passed by those present.
 - a. Recent banking issues in the news was discussed. All UCHA deposits are collateralized under Act 72 of the State of Pennsylvania and insured by the bank.
3. **HOUSING STAFF REPORTS:**
Gale Reish made a motion to accept Housing Authority staff reports for February 2023. Gina Melone seconded same, and the Board unanimously passed by those present.

PUBLIC PARTICIPATION:

1. Nancy Steckel was in attendance via zoom.

UNFINISHED BUSINESS:

1. Mike Stoltzfus made a motion to approve authorized signers for the new banking services agreement to include Tom Beck, Chairperson, Matt Schumacher, Treasurer, and Sharon Leon, Executive Director. Gale Reish seconded same, and the Board unanimously passed by those present.

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



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.



NEW BUSINESS:

1. Matt Schumacher made a motion to approve the contract for staff services for the Rental Rehab Program with the Redevelopment Authority of Union County. Gale Reish seconded same, and the Board unanimously passed by those present.
 - a. The Redevelopment Authority was awarded a grant for rental rehab, funded by Union County ARPA funds. The Housing Authority will be administering this Rental Rehab Program, with plans to assist a minimum, 6 units for approximately \$13,500 per unit.
2. Matt Schumacher made a motion to approve the amendment for contractual services with Rural Housing Works. Gina Melone seconded same, and the Board unanimously passed by those present.
 - a. Exhibit A of the agreement authorized Bruce Quigley to provide up to 37.5 hours per month of time to support the Newman Commons Project.
3. Gale Reish made a motion to approve the amendment for the Interagency Agreement with Snyder County. Matt Schumacher seconded same, and the Board unanimously passed by those present.
 - a. An amendment to the Interagency agreement with Snyder County Housing Authority authorizes UCHA to administer the Whole Home Repair Program in Snyder County.
4. Matt Schumacher made a motion to approve the authorization for Sharon Leon, Executive Director, to be Coordinator of Union County Housing Authority in EIV/ Secure Systems. Gina Melone seconded same, and the Board unanimously passed by those present.
 - a. EIV Secure Systems is the online system used to input all HUD data. Each agency is required to have one Coordinator.

INFORMATIONAL ITEMS:

- a. UCHA recently advertised for two open positions, which are also listed on our agency website.
 1. Self Sufficiency Coordinator to operate and manage the Family Self Sufficiency Program with the Housing Choice Voucher Program.
 2. Maintenance Technician to work at all UCHA owned and managed sites, performing maintenance duties and working in the Rental Rehab Program assisting with smaller projects.

ADJOURNMENT:

1. Gale Reish made a motion to adjourn at 2:19 pm.

Allyson Weaver, Secretary