

BOARD MEETING #608
June 21, 2023

The regular meeting of the Housing Authority of the County of Union was held on June 21, 2023. Tom Beck, chairperson, called the meeting to order at 2:20pm. Members present were Mike Stoltzfus, and Matt Schumacher. Also, present Sharon Leon, Executive Director and Melissa Lobos, Solicitor. Absent Gina Melone and Gale Reish.

An Executive Session was held prior to the public meeting at which time four Legal items were discussed.

Call to Order:

1. Matt Schumacher made a motion to approve the minutes for the Regular Meeting 607 (held May 17, 2023). Mike Stoltzfus 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 June 2023. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.
 - a. CSC miscellaneous income for the cell tower lease is a monthly deposit.
 - b. Funding from FHLB has been received and will reimburse temporary cash advances in the unrestricted account and for delivery costs, to be reflected next month.
3. **HOUSING STAFF REPORTS:**
Mike Stoltzfus made a motion to accept the Housing Authority staff reports for May 2023. Matt Schumacher seconded same, and the Board unanimously passed by those present.

PUBLIC PARTICIPATION:

1. None scheduled

UNFINISHED BUSINESS:

1. Mike Stoltzfus made a motion to approve taking the agreement for services with Union County and Snyder County for administration of Whole-Home Repairs grant funding off the table. Matt Schumacher 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



2. Matt Schumacher made a motion to approve tabling the agreement for services with Union County and Snyder County for administration of Whole-Home Repairs grant funding. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.
 - a. The agreements are in process of completion
3. Matt Schumacher made a motion to approve taking payment to PC operating account off the table. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.
4. Matt Schumacher made a motion to approve making a payment in the amount of \$70,000 to Penn Commons operating account with the knowledge that \$49,050 will be reimbursed to UCHA by Rural Housing Works. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.
 - a. This payment is reimbursed for staffing costs during construction paid out of the Penn Commons project. Funds will be paid to UCHA by the developer, not the project.

NEW BUSINESS:

1. Mike Stoltzfus made a motion to approve entering into a contract with Air Management/HVAC Guys in the amount of \$234,900 for HVAC installation at Meadowview Apartments, pending Rural Development approval. Matt Schumacher seconded same, and the Board unanimously passed by those present.
 - a. 2 qualifying proposals were reviewed. Air Management/HVAC Guys offered lower prize with longer warranties.
2. Mike Stoltzfus made a motion to approve a forgiveness loan for an Owner-Occupied Program project in the amount of 1,099.50. Matt Schumacher seconded same, and the Board unanimously passed by those present.
 - a. Only 3 months remained of the 10-year forgiveness loan period.
3. Matt Schumacher made a motion to table approval of closing the line of credit at Susquehanna Community Bank pending additional information. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.

INFORMATIONAL ITEMS:

1. A Landlord Engagement Event will be held June 21st from 6-8pm at the Rusty Rail to share information on county rental programs and the Whole Home Repair Rental Rehab Program.
2. The UCHA offices will be closed to the public on July 3rd and closed July 4th for the holiday.

ADJOURNMENT:

1. Mike Stoltzfus made a motion to adjourn at 2:34pm.

Allyson Weaver, Secretary