

**BOARD MEETING #610**  
**August 16, 2023**

The regular meeting of the Housing Authority of the County of Union was held on August 16, 2023. Tom Beck, chairperson, called the meeting to order at 2:07 pm. Members present were Gale Reish, Mike Stoltzfus, and Matt Schumacher. Also, present Sharon Leon, Executive Director, Melissa Lobos, Solicitor, Allyson Weaver, Secretary. Gina Melone was absent.

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

1. Gale Reish made a motion to approve the minutes for the Regular Meeting 609 (held July 19, 2023). Mike Stoltzfus seconded same, and the Board unanimously passed by those present.
2. TREASURER'S REPORT & FINANCIAL:  
Gale Reish made a motion to approve the Treasurer's Report for July 2023. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.
  - a. Board requested an inquiry be made with the bank in regards to increasing interest rates for accounts, based on increase of rates in the market.
3. HOUSING STAFF REPORTS:  
Mike Stoltzfus made a motion to accept the Housing Authority staff reports for July 2023. Gale Reish seconded same, and the Board unanimously passed by those present.

**PUBLIC PARTICIPATION:**

1. Richard Owen attended via zoom.

**UNFINISHED BUSINESS:**

1. Matt Schumacher 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. Gale Reish seconded same, and the Board unanimously passed by those present.
2. Matt Schumacher made a motion to approve the agreement for services with Union County and Snyder County for administration of Whole-Home Repairs grant pending solicitor review and approval. 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



**NEW BUSINESS:**

1. Gale Reish made a motion to approve the FY 2022 White Deer Commons Audit. Matt Schumacher seconded same, and the Board unanimously passed by those present.
  - a. Suggestion was made to review information in management review (p.15).
2. Matt Schumacher made a motion to approve FY 2022 Return On Equity for White Deer Commons. Gale Reish seconded same, and the Board unanimously passed by those present.
  - a. After PHFA reviews the annual audit, recommendations are made on a return on equity based on surplus cash. PHFA has requested a return of \$20,700 to be paid to the PHFA mortgage and same can be paid to the Housing Authority as owner of the property.
3. Gale Reish made a motion to approve an additional pension contribution of 10% on employee contributions per fiscal year. Matt Schumacher seconded same, and the Board unanimously passed by those present.
  - a. In an effort to incentivize employees to contribute to their own pension plan, the agency will contribute up to 10% of any contribution made by the employee.
4. Gale Reish made a motion to approve a vacation pay request for the Executive Director in the amount of \$2448.26. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.

**INFORMATIONAL ITEMS:**

1. Job openings to be advertised include a Property Manager, Maintenance Technician, and Office Manager.

**ADJOURNMENT:**

1. Gale Reish made a motion to adjourn at 2:14 pm.

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Allyson Weaver, Secretary