

**BOARD MEETING #611
September 20, 2023**

The regular meeting of the Housing Authority of the County of Union was held on September 20, 2023. Tom Beck, chairperson, called the meeting to order at 2:23 pm. Members present were Gale Reish, Mike Stoltzfus, and Matt Schumacher. Also, present Sharon Leon, Executive Director, Melissa Lobos, Solicitor, Allyson Weaver, Secretary. Absent was Gina Melone.

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

1. Matt Schumacher made a motion to approve the minutes for the Regular Meeting 610 (held August 16, 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 August 2023. Gale Reish seconded same, and the Board unanimously passed by those present.

- a. The Home 7 Grant will soon be expended, when final two rehabilitation projects are completed. A final drawdown of administration funds will then be submitted. The grant was extended to December of 2023.
- b. Two final rehabilitation projects are being completed with the FHLB grant. One job is finalized and the other is under contract. An extension was awarded through October.
- c. The Rental Rehabilitation Program is under budget. Projects are being evaluated, but no funds have been drawdown from the Whole Home Repair or ARPA Grants to date.
- d. The General Fund Monthly Operating Report shows a decrease in funds throughout the fiscal year. This is due to audit and insurance payments being made. These payments will be reimbursed from the properties in the next month or so. Other expenses included the payments for ECHO, which will be reimbursed and reimbursement to the Penn Commons project.

3. HOUSING STAFF REPORTS:

Gale Reish made a motion to accept the Housing Authority staff reports for August 2023. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.

PUBLIC PARTICIPATION:

No public participation occurred.

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



UNFINISHED BUSINESS:

No unfinished business was discussed.

NEW BUSINESS:

1. Gale Reish made a motion to approve hiring Stephanie Walter in the Project Manager position. Matt Schumacher seconded same, and the Board unanimously passed by those present.
2. Mike Stoltzfus made a motion to approve the Housing Choice Voucher Administrative Plan Stability Voucher addition. Gale Reish seconded same, and the Board unanimously passed by those present.
 - a. Five Stability Vouchers were awarded to UCHA. These vouchers are designated for homeless individuals referred from partnering agencies of the Eastern COC. There is a separate waitlist for these vouchers.

INFORMATIONAL ITEMS:

1. The Housing Authority will be advertising soon for the following positions: Maintenance Technician, Office Manager, and Justice Bridge Housing Coordinator.
2. UCHA hopes to hold the Annual Luncheon in November. More information to follow soon.

ADJOURNMENT:

1. Gale Reish made a motion to adjourn at 2:36 pm.

Allyson Weaver, Secretary