

**BOARD MEETING #613
October 26, 2023**

A special meeting of the Housing Authority of the County of Union was held on October 26, 2023. Tom Beck, chairperson, called the meeting to order at 8:09 am. Members present were Gale Reish, Mike Stoltzfus, and Matt Schumacher. Also, present Sharon Leon, Executive Director, Melissa Lobos, Solicitor, and Allyson Weaver, Secretary. Absent Gina Melone.

1. Gale Reish made a motion to approve the minutes for Regular Meeting 611 held September 20, 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 September 2023. Gale Reish seconded same, and the Board unanimously passed by those present.
3. HOUSING STAFF REPORTS:
Mike Stoltzfus made a motion to accept the Housing Authority staff reports for September 2023. Gale Reish seconded same, and the Board unanimously passed by those present.
 - a. The Owner-Occupied Rehab Program is very busy. There is currently 30+ families on the waitlist. New applicants may be waiting up to 2 years at the steady rate of work that is currently occurring.

PUBLIC PARTICIPATION:

None scheduled.

UNFINISHED BUSINESS:

1. Matt Schumacher made a motion to approve hiring Mindi Hackenberg as the Justice Bridge Housing Coordinator. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.
2. Gale Reish made a motion to approve the 2024 Section 8 Budget. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.
 - a. Administrative fees are currently being funded at 90%. However, the new budget will cut the administrative fees to 89%.
3. Gale Reish made a motion to approve the 2024 FSS Budget. Matt Schumacher seconded same, and the Board unanimously passed by those present.
 - a. A slight increase will be awarded for the 2024 grant award.
4. Gale Reish made a motion to approve the 2024 Newky Apartments Budget. Mike Stoltzfus 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



5. Matt Schumacher made a motion to approve the 2024 Community Services Center Budget. Gale Reish seconded same, and the Board unanimously passed by those present.
 - a. Rents are budgeted to increase two percent in January of 2024.
 - b. Fike Brothers will be replacing the hallway floors throughout the building in November.
6. Matt Schumacher made a motion to approve the 2024 General Fund Budget. Gale Reish seconded same, and the Board unanimously passed by those present.
 - a. The Payment in Lieu of Insurance was increased approximately 4.25%, and the COLA was approved at 2%.
7. Matt Schumacher made a motion to approve Ratifying the Vote of ECHO Contract with Designer Homes. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.
8. Gale Reish made a motion to approve Fee Agreements for the Franconia Damages Claim pending solicitor approval. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.
 - a. The deadline was extended. Both contracts were reviewed and returned with changes.
9. Gale Reish made a motion to approve HUD Civil Rights Certification. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.
 - a. This is an Annual Certification in regards to operating the Housing Choice Voucher program per the Five-Year Plan.

NEW BUSINESS:

1. The owner of a property in Lewisburg has requested the income restriction be lifted on her home. The home was funded with HOME funds with guidelines to keep the home affordable for a restricted number of years. The Housing Authority has reached out to DCED for guidelines on the restriction.

INFORMATIONAL ITEMS:

1. The Annual Luncheon will be held in January 2024.
2. Staff attended the PAHRA Conference in early November. The Housing Authority will be working with other local county Housing Authorities to provide additional HOTMA training in early 2024.

The Board moved into Executive Session at which time, two legal matters and one personnel matter was discussed.

ADJOURNMENT:

1. The Board came back into the public meeting and Gale Reish made a motion to adjourn at 8:50 am.

Allyson Weaver, Secretary