

**BOARD MEETING #619**  
**March 22, 2024**

The regular meeting of the Housing Authority of the County of Union was held on March 22, 2024. Tom Beck, chairperson, called the meeting to order at 11:01am. Members present were Gale Reish, Mike Stoltzfus, and Matt Schumacher. Also, present Sharon Leon, Executive Director, Melissa Lobos, Solicitor and Allyson Weaver, Secretary.

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

1. Gale Reish made a motion to approve correcting today's agenda dates for the Regular Meeting 619 held March 22, 2024. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.
2. Gale Reish made a motion to approve the minutes for the Regular Meeting 618 held February 23, 2024. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.
3. TREASURER'S REPORT & FINANCIAL:  
Mike Stoltzfus made a motion to approve the Treasurer's Report for February 2024. Gale Reish seconded same, and the Board unanimously passed by those present.
4. HOUSING STAFF REPORTS:  
Mike Stoltzfus made a motion to accept the Housing Authority staff reports for February 2024. Gale Reish seconded same, and the Board unanimously passed by those present.

**PUBLIC PARTICIPATION:**

1. Dory and Ralph McIlvaine were in attendance. The income restriction as required by DCED funding was discussed. Information from the Housing Authority was requested. A Right to Know Request Form was distributed.
2. Tim Turner was in attendance and thanked the board members and staff for all of their hard work on the Newman Commons project and for all of the work the Housing Authority provides to the community.

**UNFINISHED BUSINESS:**

1. None.

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



**NEW BUSINESS:**

1. Gale Reish made a motion to approve a CSC Pantry contribution of \$10,000. Mike Stoltzfus seconded same, and the Board unanimously passed by those present.
  - a. The CSC Pantry provides food, diapers and other home items to individuals receiving services throughout the Community Services Center by all agencies. It is open during business hours to the general public.
2. Matt Schumacher made a motion to approve a contract for Janitorial Services at the CSC with SD Cleaning & Recycling at a cost of \$44,200 annually. Gale Reish seconded same, and the Board unanimously passed by those present.
  - a. SD Cleaning and Recycling Services provided the lowest bid from all accepted proposals. Start date is May 1, 2024.

**INFORMATIONAL ITEMS:**

1. The groundbreaking ceremony for Newman Commons will be held on April 3, 2024 at 1:00pm.

**ADJOURNMENT:**

1. Gale Reish made a motion to adjourn at 11:31am.

---

Allyson Weaver, Secretary