

**ERIE COUNTY HOUSING AUTHORITY
REGULAR MEETING
TUESDAY, JANUARY 11, 2022
11:30 A.M.
TELEPHONE CONFERENCE**

Chairman Robinson called the Regular Meeting of the Housing Authority of the County of Erie to order at 11:36 a.m., with the following present:

BOARD

Dave Robinson, Chairperson
Kim Stucke, Vice-Chairperson
Sherri Heasley, Member
John Downey, Member
Tina Freeman, Member

STAFF

Beverly Weaver, Executive Director
Jarid Pettit, Controller
Rachel Petty, Administrative Assistant

PUBLIC COMMENT

There was no public comment.

MINUTES

On MOTION by Vice-Chairperson Stucke, seconded by Dr. Downey, the Minutes from the November 9, 2021 Regular Meeting were approved. AYES: ALL.

STATE ETHICS FORMS

Ms. Weaver reminded the Board that they will need to submit their annual State Ethics Forms. She stated that Ms. Sutton would be sending the forms by mail with a self-addressed stamped envelope.

FINANCIALS

a) **FINANCIALS**

Mr. Pettit reviewed the Operating Budget Comparison as of November 30, 2021 and the Income Statement Comparisons from January 1, 2021 through November 30, 2021.

b) **BILLS**

Mr. Pettit reviewed the paid Bills for the period of November 1, 2021 through December 31, 2021 and answered questions from the board.

On MOTION by Vice-Chairperson Stucke, seconded by Ms. Freeman, The Erie County Housing Authority Bills and Income Statements were approved. AYES: All.

UPDATES

Ms. Weaver announced that a proposal from Co-Stars member, Security 101, has been received in the amount of \$127,219.31 to replace apartment door locks and would be paid through the Safety & Security Grant.

She stated that tenants will only need a key card or iPhone app and Ms. Badach will be able to turn key cards on and off. Ms. Weaver stated this will eliminate the need to duplicate keys and replace locks when a tenant moves out. She noted that tenants will have to request additional key cards and there may be an additional cost for each additional card.

Ms. Weaver stated further that the new system will continue to allow tenants to buzz-in guests from their apartment.

She advised the board that the ongoing installation of cameras is approximately 80%-90% completed inside and outside at the elderly buildings. She noted that investigations can now be made into tenant claims that someone knocked on their door at 2:30 a.m., etc.

Ms. Weaver announced that a new family has moved into the Random Road House and because they qualified for the LiHeap CRISIS Program, the furnace was replaced at no cost to the housing authority when it quit working.

Discussion was held relative to applicant qualifications and benefits of the LiHeap Program.

Ms. Weaver stated that Mr. Vanchieri is working on bidding out the replacement of boilers and hot water tanks at Marvin J. Schick Apartments in North East, that were installed in the 1990's. She stated further that there is a delay in getting materials; however, 6 walk-in showers will be installed at the Salisbury Building and 4 walk-in showers will be installed at Pleasant Manor with 2021 Capital Funding.

Ms. Weaver also advised the board that the next big project to use 2021 Capital Funding will be the replacement of furnaces and hot water tanks at Pleasant Manor that were installed in the early to mid-1990's.

Ms. Weaver reported that the Rental Assistance Demonstration (RAD) Program Physical Needs Assessment preliminary round has been completed and she stated there are no critical/immediate needs but there are short term needs.

Discussion was held relative to the potential costs involved over a 20-year period as well as the start-up costs necessary for both phases including Erie County properties and Corry properties. She also stated that some of the recommended projects are already marked for 2021 Capital Funding and Mr. Pettit commented that some cabinets and countertops are in good condition; they are just old, noting they may be able to override having to replace them short term.

She advised the board that there is a meeting on Thursday to discuss fine tuning the Capital Funds needs and she said she is optimistic, that while this is a huge undertaking, she does expect the costs to come down. She stated she would have updates at the next meeting.

EXECUTIVE SESSION

On MOTION by Vice-Chairperson Stucke, seconded by Ms. Freeman, Mr. Robinson called for an Executive Session at 12:18 p.m. and all staff members were excused.

RE-CONVENE

The Board re-convened at 12:41 p.m. with all board members present.

STANDARD REPORTS

Ms. Weaver provided updates relative to the vacancies, applications, delinquencies, evictions and waiting lists for each Housing Authority Development.

She stated that vacancies have been created due to the passing of tenants at the elderly apartments and even with the Section 8 Housing Choice Voucher Program holding waivers for 6 months when tenants become over income, the program has had 9 vouchers expire.

ADJOURNMENT

Discussion was held relative to moving board meetings to the second Wednesday of each month and Ms. Weaver stated that availability of the room at the Conservation District would be obtained and she would update board members.

With no other business before the Board and on MOTION by Vice-Chairperson Stucke, seconded by Ms. Freeman, the Erie County Housing Authority adjourned the regular meeting at 12:54 p.m. AYES: ALL.