

**ERIE COUNTY HOUSING AUTHORITY
REGULAR MEETING
TUESDAY, MARCH 14, 2017
11:30 A.M.
ERIE COUNTY CONSERVATION DISTRICT
1927 WAGER ROAD
ERIE, PA 16509**

Chairperson McGoey called the Regular Meeting of the Housing Authority of the County of Erie to order at 11:37 a.m., with the following present:

BOARD

James McGoey, Chairperson
Dave Robinson, Vice-Chairperson
Ralph DeRose, Member – present via telephone
Doris Gernovich, Member
Kim Stucke, Member

STAFF

Mike McNierney, Executive Director
Beverly Weaver, Deputy Director
Tonya Lutton, Administrative Assistant

PUBLIC COMMENT

No public comment.

MINUTES

On MOTION by Ms. Gernovich, seconded by Mr. Robinson, the minutes of the Annual Meeting of January 10, 2017 were approved as submitted. AYES: ALL.

On MOTION by Ms. Gernovich, seconded by Mr. Robinson, the minutes of the Regular Meeting of January 10, 2017 were approved as submitted. AYES: ALL.

NEW BUSINESS

Bid Openings – Fire Panel at Barnett Building

Three bid proposals were received for replacement of the fire panel at the Barnett Building in Albion. The proposals were emailed to the board members and a majority agreed to award the contract to the lowest bidder. Mr. McNierney stated that this subject is on the agenda to document formal approval. After discussion, Ms. Gernovich made a MOTION to accept the bid from Master Fire & Security Systems at a total cost of \$8,694.75. The motion was seconded by Mr. Robinson. AYES: ALL. Mr. McNierney informed the board that, as a result of the fire at Barnett on February 9th, the fire panel was replaced by Master Fire & Security Systems under a contract with DRS (Disaster Restoration Services) and the costs were covered under our insurance policy.

P-TAC Unit Replacement at Salsbury Building

Mr. McNierney informed the board that four bids were received for the first floor P-TAC replacements at Salsbury Building. After discussion, Mr. Robinson made a MOTION to accept the bid from TIP Construction to replace the first floor units and the furnace in the community room at a total cost of \$47,220. Seconded by Ms. Stucke. AYES: ALL.

Corry Community Development Block Grant (CDBG) Roof Discussion

ECHA submitted a CDBG application last fall on behalf of the City of Corry. The main project under that application is the planned replacement of the roof over the Corry Community Center. Mr. McNierney continued by stating that the engineer has not delivered specifications yet; however, he is hopeful that they will be obtained soon. Once the bids for the project are received, he expects to arrange for a teleconference to consider bids and award the contract for the City of Corry.

UPDATES

- Mr. McNierney reported on the status of the Barnett Building after the fire that took place there on February 9th. The building consists of 65 mostly one bedroom units. The fire began in a third floor tenant storage area. The manager, Randy Danielson, did a terrific job of safely evacuating all tenants resulting in no serious injuries. The fire investigators determined the cause to be “incendiary” meaning it was likely deliberately set and the Albion Police arrested a tenant and charged him with arson the evening of the fire. The building sustained significant damage from fire smoke and water. Disaster Restoration Services (DRS) of Erie was engaged to immediately begin the cleanup operation. Restoration activities are proceeding rapidly and the first floor tenants began to return to their apartments Thursday March 9th. The second floor residents will have to wait for their entry doors to be replaced which is expected to take several weeks yet. Much of the third floor will have to undergo complete reconstruction and adhere to new construction standards. The third floor will take several more months to make ready for occupancy. Many tenants have been staying with family and friends. About half are staying in nearby hotels at ECHA’s expense. ECHA has adequate insurance coverage to manage expenses and reconstruction. We also have “loss of rents” coverage that will help with the budget.
- Mr. McNierney informed the board that the Weatherization Program is considering sub-contracting some services. Under consideration is sub-contracting insulation work and possibly the installation of mobile home windows and doors. GECAC now uses Bauer Construction of Erie for their insulation work. The overall objective would be to pursue Building Professional Institute (BPI) and Quality Control Inspector (QCI) certifications for our current staff and ultimately offer our inspection services to other energy services providers.
- Our forty year Section 8 contract at the Barnett Building is expiring this year and will need to be renewed. This requires tenant notifications that are being delivered. We will seek a new twenty year (maximum) Housing Assistance Payment (HAP) contract. The application has to be submitted in May.
- New federal procedures regarding The Violence Against Women Act (VAWA) have been received along with implementation of recent public housing non-smoking guidelines. These changes will require formal adoption of new policies that we will present to the board in future meetings.
- Mr. McNierney has directed the Section 8 Department to initiate a landlord outreach program directed at increasing the number of participating landlords in Erie County.

EXECUTIVE SESSION

Chairman McGoey called for an Executive Session at 12:30 p.m.

RECONVENE

The board reconvened at 1:06 p.m.

BILLS / FINANCIALS

Mr. McNierney reviewed internal income statements by development and addressed the bills paid through January 31, 2017. After discussion, Ms. Gernovich made a MOTION to approve the bills/financials as submitted, seconded by Mr. Robinson. AYES: ALL.

STANDARD REPORTS

Ms. Weaver provided reports relative to the vacancies, applications, delinquencies, and waiting lists for each development. She also reviewed the number of leased units and applications received for our Section 8 Program and informed the board that the waiting list was closed February 10, 2017. She then answered questions from the board.

ADJOURNMENT

With no other business before the Board, and ON MOTION by Mr. Robinson, seconded by Ms. Gernovich, the Erie County Housing Authority adjourned the regular meeting at 1:27 p.m. AYES: ALL.