

**ERIE COUNTY HOUSING AUTHORITY
REGULAR MEETING
WEDNESDAY, MAY 11, 2022, 11:30 A.M.
ERIE COUNTY CONSERVATION DISTRICT
1927 WAGER ROAD, ERIE, PA 16509**

Chairperson Robinson called the Regular Meeting of the Housing Authority of the County of Erie to order at 11:38 a.m., with the following present:

BOARD

Dave Robinson, Chairperson
Kim Stucke, Vice-Chairperson (Via Telephone)
Sheri 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.

APPROVE MINUTES

On MOTION by Ms. Heasley, seconded by Dr. Downey, the Minutes from the March 9, 2022 Regular Meeting were approved. AYES: ALL.

FINANCIALS

a) Financials

Mr. Pettit reviewed the internal financials by project for the month ending March 31, 2022 and the Yearly Income Statement Comparisons from January 1, 2022 through March 31, 2022.

On MOTION by Ms. Freeman, seconded by Dr. Downey, the Erie County Housing Authority Operating Budget and Income Statements were approved. AYES: All.

NEW BUSINESS

BID AWARDS

a) MJS Boiler/Hot Water Heater Replacements

Ms. Weaver introduced the Bid Item stating George H. Althof, Inc. is the apparent lowest bidder. She noted that they worked for the Housing Authority years ago and their references came back good.

On MOTION by Ms. Heasley, seconded by Ms. Freeman, the Erie County Housing Authority awarded the bid to install Gas Boiler/Domestic Hot Water Combination Units at Marvin J. Schick Apartments in the amount of \$106,800.00 with a 10% bid bond. AYES: ALL.

b) West Court and Random Court Homes Window Replacements

Ms. Weaver introduced the Bid Item stating Valerio Construction is the apparent lowest bidder. She stated they recently changed out storm doors at Pleasant Manor; however, the two gentlemen were working under a different name at that time.

On MOTION by Dr. Downey, seconded by Ms. Heasley, the Erie County Housing Authority awarded the bid to replace windows at West Court Apartments and Random Court Homes in the amount of \$92,000.00 with a 10% bid bond. AYES: ALL.

UPDATES

Ms. Weaver stated that a lot of paperwork has been submitted for the Rental Assistance Development (RAD) Program as well as copies of deeds and deeds of trust have been forwarded to the United States Housing and Urban Development (HUD).

She said there has been a great deal of work done behind the scenes and upon going through the Physical Needs and Assessment Report, Roth Marz Partnership determined that there are many costs that were under estimated and no percentage increases were considered for future years.

She advised that the estimated costs increased considerably and explained how tax credits work. She noted that she has invited our consultant for the RAD Program, the Recap Advisors, to be present at the next meeting to answer questions about the RAD Program.

Ms. Weaver announced that she was told by Mike Fraley, Executive Director of the Housing Authority of the City of Erie, that they decided not to pursue the RAD Program; however, they have more rental units and receive more in Capital and Operating Funds. She compared apartment turnover time between those in the city to those in the county and credited the great maintenance staff at Erie County Housing Authority, for their hard work.

She also stated that she's been told having a good Developer is recommended for work with investors, noting that a Request for Proposal (RFP) may be needed.

Ms. Weaver advised the board that the Department of Community and Economic Development (DCED) has approached the Housing Authority to begin weatherization work within the Erie City Limits. She provided history of who was responsible for the city's Weatherization Program in past years and announced there will be a telephone conference with Erie City Redevelopment Program for a possible Memorandum of Understanding (MOU) for their assistance.

Ms. Weaver announced that all walk-in showers have been installed and the tenants love them. She reviewed projects going to bid, including hot water tank replacements at Pleasant Manor and flooring at Random Court.

Ms. Weaver reminded the board that Ms. Stucke's term expired on March 31, 2022. She said she reached out to the County Executive requesting that Ms. Stucke be allowed to serve the second term available to her and then read his response aloud.

STANDARD REPORTS

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

ADJOURNMENT

With no other business before the Board and on MOTION by Ms. Freeman, seconded by Dr. Downey, the Erie County Housing Authority adjourned the regular meeting at 12:32 p.m. AYES: ALL.