

**ERIE COUNTY HOUSING AUTHORITY
REGULAR MEETING
TUESDAY, JANUARY 12, 2021
11:30 A.M.
ERIE COUNTY HOUSING AUTHORITY
120 SOUTH CENTER STREET
CORRY, PA 16407**

Due to the Covid-19 Pandemic, the meeting was held via telephone conference. 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
Doris Gernovich, Vice-Chairperson
Kim Stucke, Member
Sherri Heasley, Member
John Downey, 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 Gernovich, seconded by Ms. Stucke, the Minutes of the November 10, 2020 Regular Meeting were approved as submitted. AYES: ALL.

STATE ETHICS FORMS

Ms. Weaver stated she had mailed State Ethics Forms to each board member and had included a self-addressed, stamped envelope to return the 2020 completed forms.

FINANCIALS/BILLS

Mr. Pettit reviewed the Operating Budget Comparison as of November 30, 2020 and the Income Statement Comparisons from January 1, 2020 through November 30, 2020.

At the request of the chairperson, Rachel Petty provided an overview of the Weatherization Program and Ms. Weaver provided an update on an eviction of a Public Housing tenant that recently went before the district magistrate. She answered questions and provided a possible outcome of the case that would cause the tenant to never be allowed onto the Section 8 Choice Voucher Program or in Public Housing again.

After discussion and On MOTION by Ms. Stucke, seconded by Vice-Chairperson Gernovich the Erie County Housing Authority Operating Budget and Income Statements were approved. AYES: All.

NEW BUSINESS

a) ADMIN POLICY CHANGES – RESOLUTION #2021-01

Ms. Weaver reviewed the resolution explaining that it will approve two amendments of the Housing Choice Voucher Program Administrative Policy, including the allowance of biennial inspections and entering into Housing Assistance Payments (HAP) Contracts where a zero HAP family may request a voucher to move, even if no subsidy will be paid at the unit to which the family requests to move.

After discussion and On MOTION by Vice-Chairperson Gernovich, seconded by Ms. Stucke the Erie County Housing Authority adopted Resolution 2021-01 approving both amendments, as presented, of the Housing Choice Voucher Program Administrative Policy. AYES: All.

b) HUD WAIVERS

Ms. Weaver announced that the Department of Housing and Urban Development (HUD) has extended waivers until June. She provided an example of a waiver and requested approval to extend them through June 30, 2021.

After discussion and On MOTION by Ms. Stucke, seconded by Ms. Heasley the Erie County Housing Authority approved HUD waivers through June 30, 2021. AYES: All.

c) UPDATES

Ms. Weaver advised that an additional contract was signed with Variable Annuity Life Insurance Company (VALIC) in December, offering employees a Roth IRA 457(b) Plan where they can pay taxes now on contributions so that when the money is drawn out in the future there will be no taxes. She stated that the Housing Authority does not contribute to this retirement plan.

Ms. Weaver stated she applied for a Safety and Security Grant again this year; however, she has not yet heard anything back. She noted that if the grant is received, the funding would be spent to purchase additional cameras and replace locks on apartment doors.

She reported that a new Section 8 vehicle was purchased – a 2020 Chevy Equinox - and Public Housing purchased the Honda CRV from Section 8 while proposals to sell the 2010 Ford Escape will be accepted.

Ms. Weaver told the board that painting is finished at College View Manor and the community room, entrance and hallways look great. She commented that she will now be purchasing wall decorations.

She shared that the gutter project at the Salsbury Building is complete and also looks great.

Ms. Weaver announced that due to the Covid-19 Pandemic, the following projects are currently on hold: flooring and toilet replacements as well as the installation of boilers at West Court and installation of ceiling fans at Pleasant Manor. She noted that for the safety of tenants, contractors are not wanted in apartments and work will remain on hold unless it is an emergency.

She stated that flooring for Salsbury Building is in however, the community room needs to be painted before it can be installed and the flooring is also in for College View Manor.

Ms. Weaver stated that she has no intention of making the Covid-19 vaccine mandatory for employees. She stated further that the Family First Cares ACT, which required the Housing Authority to provide sick leave or Family Leave Act for family members due to the Covid-19 Pandemic, expired December 31, 2020. She noted that Congress did provide assistance through the first quarter of the year to pay for sick leave; however, the Housing Authority does not qualify for the assistance.

Ms. Weaver advised that a management and review of files at South Hill Apartments was just completed. She noted that some small corrections were made and everything was closed before Christmas.

She announced that a John Deere tractor with a hard cab has been purchased, to be used in Corry, taking the place of the 22–23-year-old John Deere Tractor, which will be sold.

Ms. Weaver stated Vice-Chairperson Gernovich will be missed greatly after her term ends in March. She reminded everyone that Ms. Gernovich was on the Board of the Erie County Housing Authority for 6 years and jokingly teased that she had been on the Corry Housing Board for 150 years. Vice-Chairperson Gernovich said it has been a very good run and she appreciates everyone at the Housing Authority.

Discussion was held as to who the new Federal Housing Director is and Ms. Weaver asked whether the board had reviewed the Board Member Terms List. She asked that board members let her know of any corrections.

Ms. Weaver mentioned that depending on the pandemic, she would like to have a summer picnic.

New board member, John Downey introduced himself and shared that he was born and raised in Corry. He offered information as to his background and family, stating that he is pleased to have the opportunity to serve on the Erie County Housing Authority Board.

Chairman Robinson welcomed Mr. Downey and the remaining board members introduced themselves, also welcoming him to the board and complementing their fellow board members.

Chairman Robinson announced that the Union City Family Support Center received an Erie Community Foundation Grant, enabling the hiring of Michelle Knight, new staff support who will assist the public in applying for services like the Low-Income Home Energy Assistance Program (LIHEAP). He stated that she will begin to cycle virtually through agencies throughout Erie County to assist residents in about 1 week. Ms. Weaver announced this new service will assist the Housing Authority because it will relieve staff who usually assist tenants. She noted that once community rooms re-open, in-person meetings can be conducted. Ms. Weaver mentioned that Mr. Pettit previously submitted an application to HUD for a Self-Sufficiency Coordinator, and that position would have served a similar role as the as the new support staff, but the application was not funded.

STANDARD REPORTS

Ms. Weaver provided updates relative to the vacancies, applications, delinquencies, evictions and waiting lists for each Housing Authority Development. She stated that Section 8 Housing Choice Voucher Program waiting list remains open and noted that the Housing Authority has been trying to avoid evictions by only carrying out lease violation evictions.

ADJOURNMENT

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