

**ERIE COUNTY HOUSING AUTHORITY
REGULAR MEETING
MONDAY, SEPTEMBER 22, 2025
1:30 P.M.
ZOOM CALL**

Chairperson Heasley called the Regular Meeting of the Housing Authority of the County of Erie to order at 1:32 p.m., with the following present:

BOARD

Sherri Heasley, Chairperson
John Downey, Vice-Chairperson
Jennie Hagerty, Member
Bob Williams, Member
William "Buzz" Hammond, Member

COUNSEL

Tim Sennett, Knox McLaughlin Gornall & Sennett, P.C.

STAFF

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

ROLL CALL

Roll call was taken.

PUBLIC COMMENT

There was no Public Comment.

APPROVE MINUTES

On MOTION by Mr. Williams, seconded by Ms. Haggerty, the Minutes of July 9, 2025, Regular Meeting were approved. AYES: All.

FINANCIALS

BILLS

BUDGET UPDATE

Mr. Pettit reviewed the internal financials by project for the month ending July 31, 2025, and the Yearly Income Statement Comparisons from January 1, 2025 through July 31, 2025.

Mr. Pettit reviewed the Budget to Actual Comparisons, as of July 31, 2025, for Rosewood Rental Company, Inc.; Erie County Rentals, Inc.; Barnett Building; and South Hill Apartments, stating everything remains in surplus and looks strong.

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

Discussion was held related to how work is assigned to vendors. Ms. Weaver clarified that if the work to be done is on vendor's equipment, that the vendor is assigned to do the work; while if the work is new, multiple quotes are requested and rules of the Procurement Policy are followed.

NEW BUSINESS

a) PHA Annual Plan – HUD Resolution

Ms. Weaver announced that the Annual Plan looks different this year as it is based only on Section 8 Housing because ECHA no longer has Public Housing since the RAD conversions.

She stated that each year, HUD requests a new Resolution be signed and brought the Certifications of Compliance with PHA Plan and Related Regulations document in the board package to the board's attention. She noted that there is a copy of the PHA Annual Plan for review in the ECHA office.

On MOTION by Mr. Hammond, seconded by Ms. Hagerty, the Erie County Housing Authority approved for signature, the PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations including PHA Plan Elements that Have Changed; OMD No. 2577-0226, expiring September 30, 2027. AYES: All.

b) 2025 Pension Minimum Municipal Obligation (MMO)

Mr. Pettit reviewed the worksheet and reminded the board that the calculation is required by Pennsylvania Municipal Retirement System (PMRS), the plan's administrator. He noted it does not need board approval.

Discussion was held relative to the number of employees currently on the pension.

OLD BUSINESS

a) Rosewood Rental Company, Inc. Tax Exempt Status

Ms. Weaver stated that she has been working for months with Attorney Agresti and has now reached out to Michael Syme, an attorney with Fox Rothschild, LLP in Pittsburgh, noting he assisted with both RAD conversion closings.

She said Attorney Syme gave useful information to Attorney Agresti, who is putting together another rebuttal and information supporting tax exempt status for Rosewood Rental Company, Inc.

Ms. Weaver stated she is fine with making the 10% Pilot Payment; however, instead of it all going to the municipalities, without tax exempt status, tax portions in the approximate amount of \$6,000 per year will be split between City of Corry, Corry Area School District, North East Borough, North East School District and County of Erie.

Attorney Syme said if the board insists that taxes be paid on these properties then a request for reassessment should be filed, with the reason that the properties only house low-income residents. Ms. Weaver stated she is hoping for answers by the end of October.

Ms. Weaver said she will provide copies to the Assessment Board members of the pilot payment once Jarid has had a chance to get the preliminary numbers together for Rosewood Rental Company, Inc.

b) Center Place Generator Issues

Ms. Weaver stated that she, Roth Marz Partnership, Mr. Brown, Facilities Manager, the contractor, and subcontractor met last week to discuss why the elevator will not function properly when powered by the new generator. She said the exhaust on the new generator will need to be re-worked, at no additional cost, so that the Center Place elevator can be hooked back up to it because the exhaust was installed to vent outside incorrectly.

STANDARD REPORTS

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

She stated that Marvin J. Schick and Random Court Waiting Lists are being purged and South Hill Apartments, Marvin J Schick, West Court and Random Courts are currently closed.

UPDATES

Ms. Weaver announced that new laundry machines are to be installed at the Salsbury Building. The new washers and dryers will not accept quarters; however, they will require tenants to use card pay, whether it is a debit or credit card to use them. She noted that the cost to the housing authority for the card machine itself, is \$9.00 per month.

She informed the board that Mr. Brown received three quotes for late season concrete work at the entrance ramp of Salsbury Building and because the quotes were under \$2,000, no formal bid process is required.

She stated that the Barnett Building has a couple of flat roofs over stairwells that are leaking, and Mr. Brown is in the process of getting quotes to repair rubber roofing.

Ms. Weaver stated further that there are two pitched roofs at South Hill Apartments that are in disrepair and Mr. Brown is also in the process of gathering quotes to repair them.

Ms. Weaver answered questions related to the ongoing construction at the Barnett Building, stating the work is slow and she expects everything to be completed by October 15, 2025, except possibly the metal on two canopies over the backside of the building where the community room is and front entrance because there have been issues getting the metal. She commented that if the work is not completed, consideration will be given to calling the bonding company because the work has taken way too long.

Discussion was held relating to an Erie County Council meeting agenda item appointing Deonte Cooley to the Erie County Housing Authority Board for a term ending in 2029 and that an existing board member does not feel comfortable that information may be posted onto social media platforms.

Questions arose around the term listed for the appointment of Mr. Cooley and Attorney Sennett advised the board that the correct term must be listed and should also list which board member is being replaced because their term has expired. He reminded the board that board members' terms may expire; however, they are allowed to hold the seat until Erie County Council re-appoints them, if they are eligible to serve another term, or replaces them with a new appointee.

Attorney Sennett stated that with any appointee, the rules of the appointment and how they are to act as a member of the authority and as a public entity should be reviewed with them. He stated further that they need to be reminded that as an individual they have no power and the only time they have power is when the board is sitting as a group or if the individual board member has been designated to act on behalf of the authority.

He suggested that everyone wait to see what happens at the Erie County Council meeting and he was thanked for the clarification.

ADJOURNMENT

With no other business before the Board and on MOTION by Mr. Williams, seconded by Ms. Hagerty, the Erie County Housing Authority adjourned the regular meeting at 2:08 p.m. AYES: ALL.