

**ERIE COUNTY HOUSING AUTHORITY
REGULAR MEETING
TUESDAY, JULY 11, 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 11:34 a.m., with the following present:

BOARD

James McGoey, Chairman
Dave Robinson, Vice-Chairperson
Ralph DeRose, Member
Doris Gernovich, Member
Kim Stucke, Member

OTHER

Brian McCall, Maher Duessel
John Talella, Maher Duessel

STAFF

Mike McNierney, Executive Director
Jarid Pettit, Controller
Beverly Weaver, Deputy Director

MINUTES

On MOTION by Ms. Gernovich, seconded by Ms. Stucke, the minutes of the Regular Meeting of Tuesday, May 9, 2017 were approved as submitted. AYES: ALL.

PUBLIC COMMENT

There was no public comment.

AUDIT ANALYSIS AND PRESENTATION

Mr. McCall informed the board that he and Mr. Talella would be reviewing the financial results of the year ending December 31, 2016. Mr. McCall explained the methodology and scope of the audit. He referred to the Independent Auditor's Report and pointed out that their opinion is unmodified and that is the best type of opinion they can issue. They further stated that they found the amounts disclosed in the statements to be materially accurate and were therefore able to issue the unmodified opinion. Mr. McCall referred to the "Summary of Auditors Results", noting that they identified no financial weakness, deficiency, or non-compliance with regard to financial statements or federal awards. Mr. McCall and Mr. Talella addressed questions from the Board. After discussion, Ms. Gernovich made a MOTION to accept the audit for the year ending December 31, 2016, as submitted, seconded by Mr. Robinson. AYES: ALL

NEW BUSINESS

BID AWARDS

CDBG – Community Center Roof Replacement Bids, after discussion, Mr. DeRose made a MOTION to accept McCreary Roofing Bid, seconded by Mr. Robinson. AYES: ALL

Weatherization Warehouse Exterior Painting, proposals, after discussion, Mr. DeRose made a MOTION to accept Bauer Specialty Painting proposal, seconded by Mr. Robinson. AYES: ALL

Approval/Confirmation of Emergency Transfer Plan – VAWA (Violence Against Women Act), after discussion, Ms. Gernovich made a Motion to approve the Emergency Transfer Plan, seconded by Mr. DeRose. AYES: ALL

Cooperation Agreement with the Housing Authority in the City of Erie (HACE), after discussion, Mr. DeRose made a MOTION to approve the Cooperation Agreement with HACE to provide inspection services for the Section 8 program, seconded by Mr. Robinson. AYES: ALL

Smoking in ECHA Housing, after discussion, Ms. Gernovich made a MOTION to approve the transition of all of our Erie County Housing Authority Developments to entirely non-smoking properties. Once implemented, we will not permit smoking anywhere on ECHA owned properties, seconded by Mr. Robinson. AYES: ALL.

FINANCIALS

INTERIM FINANCIAL REVIEW

Mr. Pettit reviewed the year-to-date internal financials for Public Housing, Section 8, Barnett Building, and South Hills. Mr. Pettit noted that Public Housing Income has increased and that Expenses have decreased largely due to a maintenance person leaving last fall and his replacement recently hired. Also, a maintenance/manager employee recently took another position and has not been replaced. Mr. Pettit pointed out that there has been a significant increase in the ECHA Section 8 Vouchers HAP Income, although total HAP payments have increased and the Section 8 HCV program is operating at \$25,943 in the black. Mr. Pettit discussed Barnett Building income is off considerably due to vacancies relating to the fire. Mr. McNierney explained that we carry “loss of rents” insurance and when that recovery is realized it will help to mitigate the lost rental income. Mr. Pettit noted that the Utility Expense for South Hill Apartments is down by \$39,023. This is due to the faulty water and sewer meters that were replace last year. He further explained that we have worked through a large credit received from the water and sewer department that we have just recently resumed paying for these services.

APPROVAL OF BILLS

Mr. Pettit reviewed expenditures and bills for the period of May 1st to June 30th, 2017 for public housing, Section 8, South Hills, Barnett Building, Weatherization and answered questions from the Board. After discussion and ON MOTION, by Mr. DeRose, seconded by Mr. Robinson, the Erie County Housing Authority approved the Bills paid from May 1, 2017 to June 30, 2017. AYES: ALL.

PLEASANT MANOR PROPERTY PURCHASE

Mr. McNierney informed the board that the purchase of the small parcel of property that adjoins Pleasant Manor is moving forward. The sales agreement and a lease agreement have been prepared. We are waiting for the surveyor to identify the parcels and then they will be presented to Corry City Council for approval and signature. We are advertising for an engineer to prepare drawings and specifications to obtain a building permit and we will proceed to bid the project.

BARNETT BUILDING

Mr. McNierney advised the board that our HAP Contract with HUD is set to expire this September and we engaged the services of a consultant and have been approved for a new 20 year contract. The actual contract has yet to be received but it is expected to be issued soon and available for signatures.

Mr. McNierney informed the board members that 40 years ago when the Barnett Building was built, a Senior Center was also constructed with the stipulation that in 40 years, ownership of the Senior Center Building reverts to the Borough of Albion. Mr. McNierney also noted that we are responsible for all of the transfer expenses. There is only one deed containing both structures. Mr. McNierney advised the board that he will be in contact with a surveyor to work with the Borough of Albion to parcel off the Senior Center Building. The

building has been leased by GECAC over the last 40 years and Mr. McNierney has been in contact with GECAC and alerted them of the situation.

OPEN HOUSE & PICNIC – BARNETT BUILDING

Mr. McNierney reminded the board members that the Open House & Picnic at the Barnett Building will be held on Thursday, July 20th from 11:00 a.m. to 1:00 p.m.

SECURITY

Mr. McNierney advised the board that a Constable has been hired, part time, to patrol at South Hills Apartments on weekends and during the evening hours. Mr. McNierney also discussed with the Board that he has been in contact with Captain Mook of the Millcreek Township Police Department and has initiated periodic patrols at Salsbury over weekends conducted by off-duty Millcreek Police Officers.

STANDARD REPORTS

Ms. Weaver reviewed the Standard Reports relative to the vacancies, applications, delinquencies, promissory notes, evictions and waiting lists for each development. She also reviewed the Section 8 HCV Program number of leased units, applications received and advised the board that the waiting list will be opened Monday, July 17th, 2017.

ADJOURNMENT

There being no other business, the Erie County Housing Authority adjourned the regular meeting at 1:10 p.m. ON MOTION by Mr. Robinson, seconded by Mr. DeRose. AYES: ALL