

**ERIE COUNTY HOUSING AUTHORITY
REGULAR MEETING
TUESDAY, MAY 9, 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 11:45 a.m., with the following present:

BOARD

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

EXCUSED

Ralph DeRose, 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 Regular Meeting of March 14, 2017 were approved as submitted. AYES: ALL.

NEW BUSINESS

BID Awards

Mowing and Plowing at College View Manor and Marvin J. Schick Apartments

The bid tabulations for mowing and plowing at College View and Marvin J. Schick were submitted for consideration. A total of six bids were reviewed by the board. After discussion, a MOTION by Mr. Robinson to award the contract to Lawnworks Landscaping for mowing, edging, plowing and salting. Ms. Gernovich seconded the motion. AYES: ALL.

Roof Replacement at Pleasant Manor

A capital fund project for the complete replacement of the roof at Pleasant Manor was recently specified and put out for bids. Seven bids were received and reviewed by the board. After discussion, a MOTION by Ms. Stucke to accept the bid from Bauer Specialty for \$89,000, seconded by Mr. Robinson. AYES: ALL.

Barnett Building Tenant Selection Plan

Mr. McNierney informed the board that a new Tenant Selection Plan (TSP) for the Barnett Building is submitted for their review and consideration. The new TSP evolved from a recent Management and Occupancy Review (MOR) completed at South Hills Apartments in Corry. Both properties are technically multi-family developments and not considered public housing. During the MOR for South Hills a number of things surfaced that needed corrected and updated. Erie County Housing Authority (ECHA) contracted a consulting service to update the TSP for both South Hills and Barnett Building. The updated Barnett Building TSP is now complete and compliant with multi-family requirements. The board reviewed a synopsis of the changes and the full TSP was available for review. After discussion, a MOTION by Mr. Robinson to accept the Tenant Selection Plan as submitted, seconded by Mr. Gernovich. AYES: ALL.

Smoking Policy

Mr. McNierney informed the board that in December 2016 the Federal Government published a final rule that bans smoking within 25 feet of all public housing property. ECHA had implemented its smoking policy before HUD's. The policies differ slightly. The federal rule is more restrictive than ECHA's. This would at least require an update to our policy to comply with federal rules. The federal policy is expected to be implemented by July 31, 2018. A recent conference call with Pittsburgh HUD personnel suggested that we wait for further direction as additional information may be forthcoming from HUD's new administration. We have recently solicited smoking preferences from our public housing tenants. They indicate a preference for non-smoking in and near the facility but some tolerance for designated smoking areas on the property. The challenge for any smoking policy is how to effectively monitor compliance and discipline offenders. Within the federal rule there are graduating steps from verbal warnings to written warnings, final notification and ultimately eviction.

Mr. McNierney shared his preference for a completely non-smoking campus in all of ECHA's developments. He cited the newer properties that don't allow smoking and the concern that our developments may be viewed as a desirable destination for smokers with increasing limited options. No action was taken to change or update ECHA's smoking policy at this time.

FINANCIALS

Approval of Bills

Mr. McNierney reviewed financial performance for the period between January and March 2017. The check registers for March and April 2017 were available for board review and discussion. After discussion, Ms. Gernovich made a MOTION to approve the bills as submitted, seconded by Mr. Robinson. AYES: ALL.

UPDATES

Barnett Building/HAP Contract Update

- Several people attended an event in Albion on Saturday honoring the Barnett Building Housing Manager, Randy Danielson for his efforts to evacuate residents during the fire in February. Kathy Dahlkemper presented Randy with a citation acknowledging his bravery and commending him for quick action and dedication. Randy thanked the Erie County Executive and credited the various fire departments, police, the Red Cross and many others that assisted and supported residents after the fire. Erie County Housing Authority Board members, the public and the media were also present to honor Mr. Danielson.
- Mr. McNierney noted that due to lessons learned from the fire housing managers now maintain a current list of all tenants in a safe, off-site location in the event of a similar disaster.
- The third floor of Barnett Building may be completed as soon as June. We would like to host an "open house" event to welcome all of the tenants back, thank the community, and market the new units.
- The application for the renewal of our HAP contract is in process and will be completed on time.

Salsbury Building – P-TAC

The P-TAC unit replacements at the Salsbury Building is about 2/3 completed. Mr. McNierney is pleased with TIP Construction's work. Once the first floor is completed, all apartments in Salsbury will have been upgraded with new P-TAC's.

Corry Community Center Roof

Mr. McNierney informed the board that the Corry Community Center Roof project is out for bid after a change of roofing material from a built-up roof to a rubber membrane. The project will be funded with the Corry Community Development Block Grant (CDBG) Program's 2016 allocation. The material change was recently approved by the City's grant manager. Mr. McNierney noted that the bid opening is scheduled for June 16th.

EXECUTIVE SESSION - REAL ESTATE MATTER

Chairman McGoey called for an Executive Session at 12:23 p.m.

RECONVENE

The board reconvened at 1:27 p.m.

Mr. Robinson made a MOTION to authorize the Executive Director, Mr. McNierney to negotiate the price of a small piece of land in Corry for a price not to exceed \$5,000, seconded by Ms. Stucke. AYES: ALL

STANDARD REPORTS

Ms. Weaver reviewed the standard reports regarding vacancies, applications, delinquencies, evictions and waiting lists for each development. She also noted that the South Hill's waiting list is being purged. The Section 8 Housing Choice Voucher Program number of leased units and applications received were discussed and she reminded the board that the Section 8 waiting list was closed as of February 10, 2017. She then answered questions from the board.

ADJOURNMENT

Ms. Stucke initiated a MOTION to adjourn, the MOTION was seconded by Mr. Robinson, the Erie County Housing Authority adjourned the regular meeting at 1:41 p.m. AYES: ALL.