

**ERIE COUNTY HOUSING AUTHORITY
REGULAR MEETING
TUESDAY, JANUARY 8, 2019
11:30 A.M.
ERIE COUNTY CONSERVATION DISTRICT
1927 WAGER ROAD
ERIE, PA 16509**

BOARD

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

EXCUSED

Ralph DeRose, Member

STAFF

Beverly Weaver, Executive Director
Jarid Pettit, Controller
Tonya Lutton, Administrative Assistant

PUBLIC COMMENT

There was no public comment.

MINUTES

On MOTION by Ms. Gernovich, seconded by Mr. Robinson, the minutes of the Regular Meeting of November 13, 2018 were approved as submitted. AYES: ALL.

STATE ETHICS FORMS

Ms. Weaver reminded the board members they are required to complete State Ethics Commission Forms and provided copies to the members who were present.

BILLS / FINANCIALS

Mr. Pettit reviewed the internal financials by project for the month ending November 30, 2018.

Mr. Pettit reviewed the paid bills for the period of November 1, 2018 – December 31, 2018. Mr. Pettit answered questions from the board. After discussion and ON MOTION by Mr. Robinson to approve the bills as submitted, seconded by Ms. Stucke. AYES: ALL.

UPDATES

- Ms. Weaver informed the board of the logistics of the government shut down and how it financially effects the ECHA.
- The handicap automatic door openers have been installed at the Barnett Building and all tenants are pleased with the automatic openers. Ms. Weaver has been in contact with multiple agencies in regards to the elevator not working. The ECHA has sent a notice to the 2nd and 3rd floor tenants offering the tenants other accommodations which could include a hotel/motel. The tenant would still have to pay their portion of rent if they chose that option. One tenant has moved from the 2nd floor to an open unit on the first floor. The fire department has also been notified and are willing to assist tenants out of the building if needed. Ms. Weaver stated that HUD and Fair Housing agree that ECHA is doing all that can be done to assist the tenants. Ms. Weaver continued by stating that the repairs began one week ago. The estimated time for completion is 3 to 4 weeks. Ms. Weaver stated due to the elevator and the repairs that an alternative solution is the chairlift for the tenants. Unfortunately due do the regulations there is a one inch spacing issue. She will keep the board updated.
- Ms. Weaver informed the board that the recycle bins have been placed in Corry Public Housing buildings.
- The Salsbury Building roof bids will be ready for review and approval for the March board meeting.
- Specifications are being prepared for replacement of Fire Alarms at Center Place Apartments and most likely will be ready for board approval in March.
- Pleasant Manor exterior door and storm door replacements are now completed. Ms. Weaver informed that board that the tenants have expressed their happiness with the improvement.
- Ms. Weaver updated the board on the school tax exempt status. A letter was sent to the City of Corry and the City of Corry School District Board with regard to forgiveness of the 2018 city and school taxes for

South Hills, new maintenance garage at Pleasant Manor, and the three properties that were returned from Stairways. These properties now are owned by the ECHA and are tax-exempt.

- The 2018 CDBG application for the City of Corry has been approved in the amount of \$321,249. The allocations are as follows:
 - i. \$249,549 used ladder/pumper truck for the City of Corry fire department
 - ii. \$20,000 code enforcement
 - iii. \$26,700 admin fund for admin duties and training
- Construction work has not yet started on the Storm Sewer replacement on South Center Street, from Grove to Brook Street, but Contracts are signed and work will be completed by May 1.
- Auditors came in December 2018 and began their preliminary work for the 2018 audit and will return in March 2019. Also in December there was a Management and Occupancy Review for South Hills. Ms. Weaver informed the board that there were many improvements with this review compared to the review two years ago.
- The loan payment for the purchase of South Hills will be complete in approximately 10 years Mr. Pettit informed the board.

STANDARD REPORTS

Ms. Weaver provided reports relative to the vacancies, applications, delinquencies, and waiting lists for each development. She also reviewed the number of leased units and applications received for our Section 8 Program and informed the board that the Section 8 waiting list is still closed. She then answered questions from the board.

ADJOURNMENT

With no other business before the Board, and ON MOTION by Ms. Gernovich, seconded by Mr. Robinson, the Erie County Housing Authority adjourned the regular meeting at 1:10 p.m. AYES: ALL.