

MINUTES

The Annual meeting of the Potter County Housing Authority was called to order at 4:00 pm, on Tuesday, January 17, 2023, at 109 Market Street, Coudersport.

Board Members present: Jeff Wilcox, Shawn Wolfinger, Dennis Goodenough and Ellen Russell by zoom.

Board Members absent: Loren Fitzgerald

Others present: John Wright, Rick Duzick and Deb Thompson- Strategy Solutions.

1. OPENING

1.1. The Chairman called the meeting to order.....Mr. Wilcox

1.2. The roll was calledMs. Russell

1.3. There were no public questions or comments and no phone contacts.

2. ELECTION OF OFFICERS

Chairman: **Jeff Wilcox**

Vice Chairman: **Shawn Wolfinger**

Treasurer: **Dennis Goodenough**

Secretary: **Loren Fitzgerald**

Assistant Secretary/Treasurer: **Ellen Russell**

Motion made by Shawn Wolfinger, second by Dennis Goodenough to accept the appointed Officers; all in favor, motion carried for calendar year 2023.

3. APPOINTMENT OF SOLICITOR

Solicitor: **Ann Leete** Rate \$200.00/ hour

Solicitor: **Acker & Larsen Law Firm** Rate \$250/ hour (real estate)

Motion made by Shawn Wolfinger, second by Dennis Goodenough, all in favor, motion carried for calendar year 2023.

4. APPOINTMENT OF DEPOSITORIES:

The following financial institutions have been designated as depositories for use by Coudersport Corporation: Citizens & Northern Bank, Northwest Savings Bank, First citizens Community Bank, Juniata Valley Bank, and other investment agencies as needed.

Motion made by Dennis Goodenough, second by Shawn Wolfinger, all in favor,
motion carried for calendar year 2023.

5. DATE, TIME, AND LOCATION OF MEETING:

The regular monthly meeting of the Potter County Housing Authority will be held on the third Monday of every month as needed, at 4:00 p.m., with the exception of January and February's meeting which will be held on the third Tuesday, in the Board Room at the Authority's office located at 109 Market Street, Coudersport, PA

Motion made by Shawn Wolfinger, second by Ellen Russell, all in favor, motion carried for calendar year 2023.

6. APPOINTMENT OF COMMITTEES:

Budget Committee:

Chairman—Ellen Russell
Member—Shawn Wolfinger
Alternate—Dennis Goodenough

Personnel Committee:

Chairman—Dennis Goodenough
Member—Jeff Wilcox
Alternate—Loren Fitzgerald

Motion made by Dennis Goodenough to accept the appointed committees for 2023: second by Shawn Wolfinger. All were in favor. None opposed.

7. CLOSING:

7.1.Motion for adjournment.....Mr. Wilcox

There being no further business, the meeting was adjourned at 4:08. A motion was made by Shawn Wolfinger, and a second by Dennis Goodenough, all were in favor, motion passed.

Ellen Russell, Asst. Secretary-Treasurer