

MINUTES

The Regular Monthly Board Meeting was called to order at 4::01 pm, on Monday April 15, 2024, at 109 Market Street, Coudersport, PA 16915.

Board Members present: Jeff Wilcox, Shawn Wolfinger, Dennis Goodenough, Ellen Russell and Loren Fitzgerald.

Board Members absent: None.

Others present: John Wright, Rick Duzick and Robert Rossman-P.C. Commissioner.

1. OPENING

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

1.2.The Secretary called the role.....Mr. Fitzgerald

1.3.Approval of the February, 2024 Regular meeting minutes.....Mr. Wilcox

The February, 2024 Regular meeting minutes were approved as submitted. Motion by Ellen Russell and second by Dennis Goodenough. All were in favor, motion carried.

1.4. Approval of the February, 2024 Bills.....Mr. Wilcox

The February, 2024 bills were approved as paid. Motion by Shawn Wolfinger, second by Ellen Russell. All were in favor, motion carried. Loren Fitzgerald abstained from voting on acceptance of the bills.

1.5. There was not any public comment at this meeting.

2. ITEMS OF DISCUSSION

2.1.Personnel.....Mr. Wright/Mr. Duzick

2.1.1. There was not any personnel matters discussed.

2.2.General Administration..... Mr. Goodenough/Mr. Wright/Mr. Duzick/Staff

2.2.1. Mr. Duzick stated that the staff is currently undergoing HOTMA and fair housing training as required by HUD. The HOTMA regulations encompasses new regulations for the housing voucher and multi-family housing programs.

2.2.2. Mr. Goodenough did not have any update on County housing programs. He did discuss that there will be stake holders meeting for the County's GIS program.

2.3. Business and Finance.....Mr. Wright/Mr. Duzick
2.3.1. Mr. Duzick stated that the FY22 and FY23 audits were submitted to HUD and the Auditor’s clearinghouse. The PCHA is awaiting review from the Agencies.

2.3.2. Mr. Duzick stated that the flooring project at Freeman House has been reviewed and the scope of work has been changed due to cost and material use. The Agency will utilize more commercial grade carpet in common areas, rather than vinyl flooring. The new specs will be bid once complete.

3. OTHER BUSINESS.....Mr. Wilcox/Mr. Wright/Mr. Duzick

3.1.1. The Board did not go into Executive Session. Mr. Wright stated that our Solicitor requested Interrogatories be completed for our Municipal Authority case. The documents were completed and forwarded to her for review and submission. He also stated that the DEP review of the Tractor Supply site land analysis find no detects of concern.

3.1.2. Mr. Duzick stated that the HUD MOR reviews were complete for our three (3) Elderly housing complexes. All projects passed the HUD review.

4. CLOSING

4.1. Motion for adjournment.....Mr. Wilcox

There being no further business, Loren Fitzgerald made a motion and a second by Dennis Goodenough to adjourn the meeting at 4:19 pm. All were in favor.

Loren Fitzgerald, Secretary