

MINUTES

The Regular Monthly Board Meeting was called to order at 4:00 pm, on Monday, April 19, 2021, at 109 Market Street, Coudersport.

Board Members present: Jeff Wilcox, Shawn Wolfinger, Dennis Goodenough, Ellen Russell-Boardroom and Loren Fitzgerald-(Zoom Meeting).

Board Members absent: None.

Others present: John Wright, Rick Duzick- Boardroom, Paul Heimel-P.C. Commissioner-phone, Halie Kines-Leader Enterprise-(Zoom Meeting and phone).

1. OPENING

1.1.The Chairman called the meeting to order at 4:00 p.m.....Mr. Wilcox

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

1.3.Approval of the February 2021 meeting minutes ..... Mr. Wilcox

The February 2021 regular monthly meeting minutes were approved as submitted. Motion by Shawn Wolfinger, second by Dennis Goodenough, all in favor, motion carried. There was

1.4.Approval of the February-March 2021 bills .....Mr. Wilcox

The February and March 2021 bills were approved as paid. Motion by Ellen Russell, second by Loren Fitzgerald, all in favor, motion carried.

1.5. The meeting was open to the public for comments or questions. There were none offered by the Public.

2. ITEMS OF DISCUSSION

2.1.Personnel..... Mr. Wright

2.1.1. Mr. Wright stated that he was not retiring at this time. The information stated on the radio was incorrect. Mr. Wright discussed with the Board that personnel Committee meetings should be setup to discuss the transition of Richard Duzick and himself, if an when it occurs at a future date.

2.2.General Administration..... Mr. Wright

2.2.1. The Board went into Executive Session at 4:10 p.m. After discussion pertaining to The Right to Know Law, the Board stated that it will continue to tape meetings for future review on a monthly basis at this time. See the Redevelopment

Authority minutes for the Executive Session motions made. The Executive Session ended at 4:39 p.m.

2.2.2. The vacant properties in Coudersport are being advertised for sale.

2.3. Business and Finance.....Mr. Wright

2.3.1. Mr. Duzick discussed with Board, the timeframe for completion and submission of our June 30, 2020 audit. The Agency is working with the Auditor for a timely submission.

2.3.2. The Board approved Resolution#21-04-01HA for lawn mowing at several of the housing complexes, offices and lots. A motion was given by Dennis Goodenough and a second by Shawn Wolfinger to accept the bids reviewed by the PCHA and Board. Jeff Reynold's bid for mowing Freeman House was-\$75 per mow, PCHA office-\$25 per mow and lots- see resolution was accepted. Gerald Brumbach bid of \$100 per mowing was accepted for Redwood Village. All were in favor. None opposed. Motion passed.

2.3.3. Mr. Duzick stated that the 2022 fiscal year budget process has started in-house. The Board Budget and Personnel Committees will be contacted when draft budget material is available for review. The Budget will be made available after Committee review for the June 2021 meeting.

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

3.1.1. None.

4. CLOSING

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

There being no further business, Ellen Russell made a motion and a second by Shawn Wolfinger, adjourned the meeting at 4:51 pm. All were in favor.

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Loren Fitzgerald, Secretary