MINUTES

The Regular Monthly Board Meeting was called to order at 4:00 pm, on Monday, December 6, 2021, at 109 Market Street, Coudersport, PA 16915.

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

Board Members absent: None.

Others present: John Wright and Rick Duzick. There were no Public present on Zoom, in person, or the phone.

1. OPENING
	1. The Chairman called the meeting to order Mr. Wilcox
	2. The Secretary called the roll Mr. Fitzgerald
	3. Approval of the November, 2021 meeting minutes Mr. Wilcox

The November 2021 regular monthly meeting minutes were approved as submitted. Motion by Loren Fitzgerald and second by Shawn Wolfinger. All were in favor, motion carried.

* 1. Approval of the November 2021 bills Mr. Wilcox

The November 2021 bills were approved as paid. Motion by Dennis Goodenough, second by Shawn Wolfinger. All were in favor, motion carried.

* 1. There were not any public questions or comments.
1. ITEMS OF DISCUSSION
	1. Personnel Mr. Wright
		1. Mr. Wright gave a quick overview of the need to continue the discussion between the Board and Management personnel pertaining to future retirements at the agency.
		2. None
	2. General Administration Mr. Wright
		1. Mr. Wright updated the Board on the ongoing discussion he has had with PA State Representatives pertaining to the release of a lien and sale of the 7th St. Building. The discussion seems to be going in a positive direction with initial discussion being that a release of the lien is favored.
	3. Business and Finance……………………………………………….Mr. Wright/Mr. Duzick

 2.3.1. Mr. Duzick stated that the Auditor has not confirmed a date for the audit in Dec.

2.3.2. Mr. Duzick stated that the Pittsburgh Office has responded with an acceptance letter of the PCHA’s response for questions pertaining to the fiscal year 2020 audit.

2.3.3. Mr. Duzick is reviewing the requirements for the elevator upgrade at Honeoye Haven. A final review of procurement documents and discussion with all parties involved will be completed before, project start authorization.

2.3.4. The PCHA did not enter into an Executive Session pertaining to Personnel.

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

 3.1.1. None.

4. CLOSING

 4.1. Motion for adjournment Mr. Wilcox

There being no further business, Loren Fitzgerald made a motion and a second by Shawn Wolfinger, to adjourn the meeting at 4:16 pm. All were in favor.

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Loren Fitzgerald, Secretary