

MINUTES

The Regular Monthly Board Meeting was called to order at 12:05 pm, on Monday December 18, 2023, at 109 Market Street, Coudersport, PA 16915.

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

Board Members absent: None.

Others present: John Wright and Rick Duzick.

1. OPENING

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

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

1.3.Approval of the November, 2023 Regular meeting minutes.....Mr. Wilcox

The November, 2023 Regular meeting minutes were approved as submitted. Motion by Dennis Goodenough and second by Shawn Wolfinger. All were in favor, motion carried.

1.4. Approval of the November, 2023 Bills.....Mr. Wilcox

The November, 2023 bills were approved as paid. Motion by Loren Fitzgerald, second by Shawn Wolfinger. All were in favor, motion carried.

1.5.There was not any discussion with the Public.

2. ITEMS OF DISCUSSION

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

2.1.1. There were not any personnel matters discussed.

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

2.2.1. Mr. Duzick stated that the PCHA has completed the onsite MOR reviews for Freeman House, Redwood Village and Honeoye Haven. The Authority will be receiving scores from HUD after submission of all required documentation.

2.2.2. Mr. Goodenough did not have any housing program or project information as related to discussion with the County.

2.3.Business and Finance.....Mr. Wright/Mr. Duzick

2.3.1. Mr. Duzick stated that the firm of Polcari & Co along with the PCHA has submitted the FY22 audit to HUD REAC and to the Audit Clearinghouse for review. The Agency has continued to forward financial data to the Auditor to complete the FY23 audit.

2.3.2. Mr. Duzick stated that the Agency has submitted our FY23 SEMAP data and has forwarded additional information to HUD for review of the programs period. The final score received was High Performer.

2.3.3. Mr. Duzick stated that the final version of the bid documents for the FH floor upgrade are being completed. The bid documents will be ready for distribution in January 24. The tentative receipt date for bids will be early February 2024.

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 did not have any updated material pertaining to the Coudersport Municipal Authority legal actions.

4. CLOSING

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

There being no further business, Dennis Goodenough made a motion and a second by Shawn Wolfinger to adjourn the meeting at 12:20 pm. All were in favor.

Loren Fitzgerald, Secretary