

MINUTES

The Regular Monthly Board Meeting was called to order at 4::03 pm, on Tuesday January 16, 2024, at 109 Market Street, Coudersport, PA 16915.

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

Board Members absent: Loren Fitzgerald.

Others present: John Wright and Rick Duzick.

1. OPENING

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

1.2.The Asst. Secretary-Treasurer called the role.....Ms. Russell

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

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

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

The December, 2023 bills were approved as paid. Motion by Ellen Russell, 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 Staff is continuing to submit data to the HUD Representative for MOR evaluation. The Agency is waiting on final review and scoring.

2.2.2. Mr. Goodenough stated that he has been in conversation with the Commissioners pertaining to Veterans programs and possible federal funding sources for their programs. He also stated that they are still working on the Electric car charging program.

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 final version of the bid documents for the FH floor upgrade are being completed. The bid documents will be ready for distribution in January 2024. The tentative receipt date for bids will be February 8, 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. Mr. Wright reiterated to the Board that the Agency is paying the current bills at the old sewer rate.

3.1.2. Mr. Duzick reviewed the 2024 procurement levels with the Board. A motion to accept the new rates for 2024 was made by Dennis Goodenough and second by Shawn Wolfinger. All were in acceptance. None opposed.

3.1.3. Mr. Wright stated that the Agency hired Dean Appraisal to review the appraised value to the insurable evaluation of our housing projects for comparison with our current Insurer (HA.RIE). The Agency hopes to see a reduction in Property insurance costs after this review is complete.

4. CLOSING

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

There being no further business, Shawn Wolfinger made a motion and a second by Dennis Goodenough to adjourn the meeting at 4:21 pm. All were in favor.

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Ellen Russell, Asst. Secretary-Treasurer