

MINUTES

The Regular Monthly Board Meeting was called to order at 4::02 pm, on Monday June 24, 2024, at 109 Market Street, Coudersport, PA 16915.

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

Board Members absent: Ellen Russell.

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 role.....Mr. Fitzgerald

1.3.Approval of the April, 2024 Regular meeting minutesMr. Wilcox

The April, 2024 Regular meeting minutes were approved as submitted. Motion by Loren Fitzgerald and second by Shawn Wolfinger All were in favor, motion carried.

1.4. Approval of the April and May, 2024 Bills.....Mr. Wilcox

The April and May, 2024 bills were approved as paid. Motion by Dennis Goodenough, second by Loren Fitzgerald. All were in favor, motion carried.

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. Mr. Wright stated that Ellen Russell had submitted her resignation to the Potter County Commissioners as a Member of the Housing Authority. The Board and Mr. Wright thanked Ms. Russell for her service while on the Board. The County will be interviewing for a replacement.

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

2.2.1. Mr. Duzick gave an overview of the revised PCHA Admin Plan as updated for new HUD regulations for HOTMA and Nspire. The Board held a workshop to discuss the changes added to the plan. After discussion the revised plan was approved. A motion was made by Shawn Wolfinger and a second by Loren Fitzgerald. All were in favor. None opposed.

2.2.2. Mr. Goodenough did not have any update on County housing programs. He did discuss that there was some discussion pertaining to an Arts Council.

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

2.3.1. After discussion with the Budget and Personnel Committees and the full Board, the Fiscal year 2025 Housing Authority budget was approved. The Board approved a 5.9% raise and the budget as a whole. The motion was made by Shawn Wolfinger and a second by Loren Fitzgerald. All were in favor. None opposed.

2.3.2. Mr. Duzick discussed the fy 2025 rent increases approved by HUD and USDA for our elderly and family housing complexes. The increases ranged from 6 to 38%. The Agency is waiting on the OCAF increase for RW and HH as approved by HUD.

2.3.3. Mr. Duzick discussed the write-off of old tenants and business accounts of the Housing Authority projects for the fy2024 end of year. A motion was made by Dennis Goodenough and a second by Shawn Wolfinger to write-off the tenant and business balances as presented. All were in favor. None opposed.

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 is continuing discussion with the Coudersport Area Municipal Authority Solicitor. There are no updates at this time.

3.1.2. There was not any other Business.

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 4:36 pm. All were in favor.

Loren Fitzgerald, Secretary