

MINUTES

The Regular Monthly Board Meeting was called to order at 4:00 pm, on Monday, May 17, 2021, at 109 Market Street, Coudersport.

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

Board Members absent: None.

Others present: John Wright, Rick Duzick- Boardroom, Paul Heimel-P.C. Commissioner-Zoom, Halie Kines-Leader Enterprise-Zoom-phone, Samantha Hoffman- Zoom-phone, and Kiara Perkins-PCHS-boardroom.

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 April 2021 meeting minutes ..... Mr. Wilcox

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

1.4.Approval of the April 2021 bills ..... Mr. Wilcox

The April 2021 bills were approved as paid. Motion by Ellen Russell, second by Dennis Goodenough, 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 discussed the possible future opening of the PCHRA office and how this will affect the staff and clients entering the office. The agency will follow directives from HUD and the State of PA and review other housing authorities' actions.

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

2.2.1. Mr. Wright discussed with the Board the possible review of housing complexes built by Ted Cresswell. He stated that a trip may be taken in June 2021 to visit some

of his building sites. The designs could give the agency some ideas for future development at some of our vacant properties.

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. Resolution#21-04-01HA for lawn mowing at several of the housing complexes, offices and lots was signed by Shawn Wolfinger and Dennis Goodenough.

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. The Authority discussed the request by Commissioner Paul Heibel to allow UPMC personnel to offer Covid 19 vaccine shots at each one of our elderly complexes. The Board approved the request to allow only PCHA tenants that wanted to get the vaccine to utilize the service. The Authority will not take part in the process and will only make the Community Room available for the procedure at Freeman House, Redwood Village and Honeoye Haven.

4. CLOSING

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

There being no further business, Dennis Goodenough made a motion and a second by Loren Fitzgerald, adjourned the meeting at 4:14 pm. All were in favor.

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Loren Fitzgerald, Secretary