

Minutes of a Regular Meeting
of the Altoona Housing Authority
held on August 12, 2020

Please be advised that due to the current Coronavirus (COVID 19) pandemic and with public safety in mind, which includes social distancing, the August Board of Directors Meeting was held via teleconference. Any citizen who has public commentary and/or would like to address the Board of Directors, were able to call into a specified telephone number with a pin code to participate in said meeting. Information regarding participating in the Board of Directors Meeting was advertised in the Altoona Mirror on Sunday, August 9, 2020 (see attached Notice). In addition, roll call of Board members was taken at the beginning of the meeting.

The regular meeting of the Board of Directors of the Altoona Housing Authority was called to order by the Chairperson, Mrs. Robin Beck, at 8:30 a.m. on Wednesday, August 12, 2020.

Board Members participating remotely: Mr. Scott Brown, Mr. Mitch Cooper, Mr. Howard Ermin and Mrs. Robin Beck. Mr. Chris Kirwin was unable to participate in the teleconference.

Legal representation participating remotely: Attorney William J. Haberstroh, Esq.

Staff members in attendance at Altoona Housing Authority Office: Mrs. Cheryl Johns, Mr. Gregg Stiteler and Mrs. Kim Palmer.

Other individuals participating remotely: Mr. Bill Kibler, *Altoona Mirror*.

Public Commentary

There was no public commentary.

Minutes of Previous Meeting

The minutes for a regular meeting held on July 8, 2020, were presented.

Mr. Cooper moved for approval, Mr. Brown seconded, all approved.

Review of Financial Reports

Mrs. Johns stated that Mr. Chris Kirwin contacted her to advise that he was unable to participate in the board meeting.

Mrs. Johns stated that she provided the Board with a copy of the year-end financial reports for ending the fiscal year June 30, 2020. She stated that Mr. Kirwin told her that the reports looked really good and he sent his appreciation to the Finance Department.

Mrs. Johns stated that this is the first month of financial reports in the board packet and that Mr. Kirwin had a few questions and wanted to verify that Marc Service was the contractor doing the HVAC work at the Admin Office. She stated other than that, Mr. Kirwin stated that everything looked good to him.

Mr. Ermin made a motion to approve the financial reports, Mr. Cooper seconded, all approved.

Resolutions

Approval and Adoption of Resolution 20-19 – This Resolution authorizes the Certification of the Executive Director and Chairperson concerning the required submission of the Section 8 Management Assessment Program (SEMAP).

Mrs. Johns stated that this is an annual resolution that she submits electronically to HUD for the Section 8 Voucher Program. She added that it is due to HUD by August 30th.

Mr. Brown moved for approval, Mr. Ermin seconded, all approved.

Approval and Adoption of Resolution 20-20 – This Resolution authorizes a contract be executed with Bedford Glass & Screen for the Storm Door Replacement Project at Pleasant Village for an amount not to exceed \$99,000.

Mrs. Johns stated that the Housing Authority was out to bid for the replacement of front and rear storm doors at Pleasant Village. She stated that the Housing Authority received \$50,000 from the City of Altoona's CDBG Program and that money from the Pleasant Village Operating Fund will be used to cover the remainder of the cost. She added that four (4) companies attended the pre-bid conference but that only one (1) bid was received. Mrs. Johns stated that the Housing Authority is working with Mr. Jim Trexler from the City of Altoona on said project and that he was in agreement with the bid received.

Mr. Cooper moved for approval, Mr. Ermin seconded, all approved.

Approval and Adoption of Resolution 20-21 – This Resolution authorizes a change in the contract amount for Glenn O. Hawbaker, Inc., for the Concrete Sidewalk & Curb Replacement Project at Fairview Hills for an amount not to exceed \$38, 896.04.

Mrs. Johns stated that Mr. Gregg Stiteler, Maintenance Supervisor/Modernization Director, noticed some additional work that needed done and Mr. Tim Hoffman, Project Architect, concurred. Mr. Stiteler stated that Glenn O. Hawbaker did a super job on the project and that there are only a few minor items that need completed.

Mrs. Johns suggested that the Board go up to Fairview and take a look at the work that was done. Mr. Cooper stated that he went up to Fairview and that it looked really nice. Mrs. Beck stated that she would drive by and take a look also.

Mrs. Johns stated that she talked to Mr. Jim Trexler from the City of Altoona about East Maple Avenue & Kettle Street, which are City-owned streets, to try and get something done with them. She stated that those streets are not on the City's schedule for paving at this time.

Mr. Cooper moved for approval, Mr. Ermin seconded, all approved.

Approval and Adoption of Resolution 20-22 – This Resolution authorizes the contract with Bettwy Electric, Inc., for the HVAC/Electrical Upgrades Project (Electrical contract) at the Administrative Office, be extended until August 14, 2020.

Mrs. Johns stated that this project was stopped due to the COVID-19 pandemic. She stated that we now have A/C in the building. She added that Bettwy Electric did a nice job. Mrs. Johns stated that both Bettwy Electric and Marc Service were great to work with.

Mrs. Johns stated that Mr. Tom Heasley, Project Engineer, did a walk through at the Admin Office the other day. Mr. Stiteler added that there are a couple little things here and there that need finished but that everything is up and running.

Mr. Brown stated that balancing is extremely critical. Mr. Stiteler stated that the contractor will be on-site tomorrow to do the balancing.

Mr. Brown moved for approval, Mr. Cooper seconded, all approved.

Approval and Adoption of Resolution 20-23 – This Resolution authorizes the contract with Marc Service, Inc., for the HVAC/Electrical Upgrades Project (HVAC contract) at the Administrative Office, be extended until August 14, 2020.

See Resolution 20-22.

Mr. Brown moved for approval, Mr. Cooper seconded, all approved.

Approval and Adoption of Resolution 20-24 – This Resolution authorizes the contract with J.R. Brown Construction, Inc. for the Roof Replacement Project at Fairview Hills be extended until October 31, 2020.

Mrs. Johns stated that this project was stopped due to winter weather, as well as the COVID-19 pandemic. She added that Mr. Brown stated that he should have everything completed by October 31, 2020.

Mr. Brown moved for approval, Mr. Cooper seconded, all approved.

Approval and Adoption of Resolution 20-25 – This Resolution authorizes the Executive Director to request a waiver from HUD due to the COVID-19 pandemic regarding Late Fees/Evictions for Public Housing through August 31, 2020.

Mrs. Johns stated that the Board approved a previous resolution that the Housing Authority cannot evict or charge late fees to any resident because of non-payment of rent. She stated that this resolution extends that regulation until August 31, 2020. She added that wording was added to said resolution giving the option to extend further in accordance with Federal and State statutes.

Attorney Haberstroh suggested changing the word “statues” to “directives” for Resolutions 20-25, 20-26 and 20-27.

Mr. Brown moved for approval reflecting Attorney Haberstroh’s word change, Mr. Ermin seconded, all approved.

Approval and Adoption of Resolution 20-26 – This Resolution authorizes the Executive Director to request a waiver from HUD due to the COVID-19 pandemic regarding the Annual Recertification Process for Public Housing through December 31, 2020.

Mrs. Johns stated that annual recertifications for Public Housing have always been done face to face; however, staff has been doing them via telephone or mail due to the COVID-19 pandemic. She added that this change has been working out well.

Mrs. Johns stated that the Board approved a previous resolution for staff to conduct annual recertifications via telephone or mail. She stated that this resolution extends that regulation until December 31, 2020. She added that wording was added to said resolution giving the option to extend further in accordance with Federal and State statutes.

Attorney Haberstroh suggested changing the word “statues” to “directives” for Resolutions 20-25, 20-26 and 20-27.

Mr. Brown moved for approval reflecting Attorney Haberstroh’s word change, Mr. Cooper seconded, all approved.

Approval and Adoption of Resolution 20-27 – This Resolution authorizes the Executive Director to request a waiver from HUD due to the COVID-19 pandemic regarding the Community Service and Self-Sufficiency Requirement for Public Housing through March 31, 2021.

Mrs. Johns stated that HUD regulations require that each adult resident of public housing, except for any family member that is exempt, must contribute eight (8) hours per month of community service or participate in an economic self-sufficiency program or a combination of both, which the Housing Authority tracks and submits to HUD.

Mrs. Johns stated that in accordance with Federal regulations, the Community Service and Self-Sufficiency Requirement for public housing residents will be waived at the family’s next annual reexamination through March 31, 2021. She added that wording was added to

said resolution giving the option to extend further in accordance with Federal and State statutes.

Attorney Haberstroh suggested changing the word “statues” to “directives” for Resolutions 20-25, 20-26 and 20-27.

Mr. Brown moved for approval reflecting Attorney Haberstroh’s word change, Mr. Cooper seconded, all approved.

Solicitor’s Report

Attorney Haberstroh participated in the meeting and discussed the activities that the law firm has been working on.

Staff Reports

Mrs. Johns stated that she is still on phone calls trying to keep up to date with the CARES Act and any regulatory changes that come through which seems to be daily.

Mrs. Johns stated that during the COVID-19 pandemic the Housing Authority is doing well handling things and that the office is open with a limited number of people permitted in the lobby at one time. She stated that the clients that we serve have been very cooperative with staff. She added that the Housing Authority is trying to operate as normal as we can.

Mrs. Beck stated that she thinks that Mrs. Johns and the staff have done a good job, as obviously we are dealing with a high-risk population, and she thinks that the Housing Authority has taken appropriate precautions and that the Board appreciates the efforts. She asked that Mrs. Johns share this information with her staff.

Mrs. Johns stated that she wanted to clarify the resolution pertaining to late fees/evictions, indicating that if a resident does not pay their rent for a number of months, they will still owe that money after the directive expires. She stated that once the directive expires, the Housing Authority will not automatically file at the magistrate but will work with the resident and enter into a Repayment Agreement to pay back the money owed.

Committee Reports

No Committee Meetings have been held between the date of the last board meeting (July 8, 2020) and the August board meeting.

Mrs. Beck stated that on behalf of the Personnel Committee, they completed Mrs. Johns evaluation and will be meeting with her tomorrow to discuss it.

New Business

There was no new business.

Old Business

There was no old business.

Media Questions/Comments

Mr. Bill Kibler, *Altoona Mirror*, participated in the meeting. He asked about evictions during the COVID-19 pandemic, as well as the additional money the Housing Authority received from HUD due to COVID-19.

Adjournment

There being no further business to come before the Authority, Mr. Brown made a motion to adjourn, Mr. Ermin seconded, all approved. The regular meeting was adjourned at 9:04 a.m.

The next regular meeting will be held at 8:30 a.m. on Wednesday, September 9, 2020, in the Boardroom at 2700 Pleasant Valley Boulevard.

Secretary,



Mitchell F. Cooper

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 #67653 - Framed out 2 BR, 2 BA raised ranch in Lindz Crossing area. New 200 amp breakers. 0.58 acs. Home needs to be finished being your imagination. \$39,900. Call Denise White at 937-7236.	 NEW LISTING PENDING IN 6 DAYS #57111 - 3 BR 1 BA home w/ PAM Covered porch (heat, beautiful) by yard, close to elementary school. Call Denise White at 937-7236.	 #67209 - Hollidaysburg, Multi unit. 2 apt - 2 BR, all utilities see sep. Carpet & 4 car garage, det. storage shed. High visibility. Only \$89,000. Call Bob Miller at 937-6992.	 #67730 - Bedford. 2 homes - 1 lot. Nicely maintained, 2-3 BR, 1.5 BA & 1-2 BR home, both newer furnaces! \$129,900. Call or text Christine Bouley at 814-330-3015.	 #57181 - Incredible custom built home. Indoor pool, many decks, 5 BR, 5 full BA. FPs. Meet soon! Call Christina Meyer at 932-6123.
 #57864 - Super location in Allegheny Twp. 4 BR home or convert to a duplex or commercial use. Lot is 0.69 ac. Call Sandra Kurtz at 935-2033.	 #58031 - Stone Ranch home near 961RS. 2 of 3 BRs, 90x120 spacious lot, public water/sewer, gas FIA w/ central air, FR, lg deck, & priced to sell. \$124,900. Call Wally Rossi at 935-9259.	 NEW LISTING PENDING IN 6 DAYS #58217 - 2 BR 1 BA in w/ PAM Lots of charm, front trees. \$48,000. Call Denise White at 937-7236.	 #56993 - Hollidaysburg Township. 3 BR, 3.5 BA, newer SS appliances, furn LL. Cnd w/ll plus an extra lot. Close to Ballmont. \$138,000. Call Sharon Muldoon at 329-2516.	 NEW LISTING #69373 - Spacious double wide in Colorado MHC w/ shed, garage, most appliances and FP in LR. Senior community, must get park approval to live here. Was a 3 BR but now a 2 BR as 2 were combined to make 1 large BR. Call Mike Mangia at 932-8868.
 NEW LISTING #69373 - Amazing location! 3 BR 1 BA home on 1.75 ac. 14' seasonal rm. Spacious BRs. FR. Laundry rm. 1 car lift garage. Improved pool w/ safety board. Pool house. MUST SEE! \$149,000. Call Denise White at 937-7236.	 #61666 - Darling 2 BR home in Eldorado w/ a modern kitchen, appliances. Call Bob Pennington at 946-4343.	 #57823 - Exemplary brick 4 BR, 2.5 BA in Sylvan Heights. Classic character, newer kitchen w/ island, granite & custom roll outs. Turn style cabinets. Spacious rooms, balcony, formal LR & DR, add'l living space. \$218,000. Call or text Christine Bouley at 814-330-3015.	 #58217 - Hollidaysburg, Comm opportunity 200 ft. Ironing on Blair St. & a brick house. Built your business & live in the residence. Priced to sell. Call Bob Miller at 937-6992.	 #54395 - Historic Hollidaysburg, close 1180. States, all brick home on a lg lot. 4 BR, 3 BA, appliances. Updated kitchen & BAs, larger rooms w/ high ceilings. Good parking. 2+ car garage & more! Call Mike Mangia at 932-8868.
 #69399 - Logan Twp heavy offices 3 BR, 2.5 BA, lin LL, 2 car garage & nicely landscaped 90x115 lot. Lovely views! \$240,000. Call Crystal Fisher at 631-2470.	 #57198 - 3 BR, 3.5 BA stone house just off Juniata Gap Rd., Altoona. Totally remodeled! Inlaid HW flrs, new windows, new kitchen, retain one room in front w/ tile flr. Also, fin studio apt above 2 car garage. Sits on 2 parcels of over 16 acs. Call Scott White at 932-4748.	 NEW LISTING #68833 - Eldorado. 4 BR, 2 full BA, FR w/movable bar, HW flrs, new CA & roof. 1 car w/ garage. dock. \$137,900. Call Margie McWhiskey at 937-1175.	 #57526 - Classic Hollidaysburg. Brick bungalow 4 BR, 2.5 BA, sun room, skylights, finished 3rd flr w/ lots of possibilities. Hope 0.36 acre lot. Call Sharon Muldoon at 329-2516.	 #57616 - Connyrde Estates 1st & In-law suite, MBR w/ MGA. Step-in shower, lg WIC. 2 sty of windows on the back of house. Pergola, cov patio. CLK w/ granite. SS appl, gas or wood stove. FR. 4-5 BRs w/ lots of closets. Basement w/FR, 3/4 BA, BR & storage. \$489,900. Call Chris Bouley at 330-3015.
 #54578 - Scotch Valley Estates on 6 acs. 4-5 BR, 3.5 BA, inground pool & pool house for Summer fun. Spacious master retreat w/ FR, private dock, walk-in shower & Jacuzzi. Great room has a sunny space every day. Chef's kitchen. Also 4,400 sq. ft. garage. Call Bob Pennington at 946-4343.	 #66999 - Beautiful newer home in Hollidaysburg SD. 2 sty, 4 BR (1st flr owners suite) 3.5 BA, granite, HW flrs, wall range. Professionally in best w/ kitchen & radiant heat. Garage parking for 5 cars. lots of toys & a great views. Call Sharon Muldoon at 329-2516.	 #58323 - 2004 Hudson Ave., Altoona. Take a look at this nice 3 BR, 1 BA, 2 sty in Pleasant Valley! Attractive decor, fenced yard, 1 car garage, beautiful new covered front porch. \$102,900. Call or text John Davidhizar at 207-9908.	 NEW LISTING #61637 - Splendid E.R.O.V. 4 BR, 2.5 BA on 0.16 acs of fenced yard & 3 car garage! \$287,000. Call Christine Bouley at 330-3015.	 #57451 - 3105 Beverly Dr. 2 sty, 4 BR, 2.5 BA, 1st flr FR. 2 car garage. 0.82 acres. Call Kathy Seymore, Associate Broker at 312-7528.

COMMERCIAL & LAND

 #55302 - Rental, 310 Union Ave., Altoona. Prime office retail space. Approx 2,000 sq ft. Close to restaurants, shopping center & mall. High traffic area. Great visibility. Oil & parking. \$1,500/mo. Call Bob Pennington at 946-4343.	 #59451 - Location! Location! Location! Built on 3/4 acs, this 2 sty, 3,300 sq ft, multi use building features 10 rms, parking for 20+ cars. \$325,000. Call Sandra Kurtz at 935-2033.	 #68859 - Logan Twp's brand new Lakeview Estates development! Great commercial location. Wooded, flat lot has all public utilities available at lot line. Ready for your dream home! \$150 Annual HOA fee. Text or call Bob Miller at 937-6992.	 #19567 - Beautifully viewed! This premier development offers paved roads, public sewer & underground utilities. Adj to the Scotch Valley DC & within 15 mins of shopping, parks & entertainment. Buyer must fill a well. Call Margie Keifer at 932-9503.
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440 - Real Estate Wanted Wanted To Purchase Duplex Home In the Bellwood-Antle School District If you have a Duplex for sale, please call Sue at 814-742-9228 ext. 120	440 - Real Estate Wanted 215 - Apartments for Rent	310 - Public Notices / Legals INVITATION TO BID The Altoona Housing Authority will receive sealed bids until 11:00 a.m., local prevailing time on Monday, August 24, 2020 at the office of the Altoona Housing Authority, 2700 Pleasant Valley Boulevard, Altoona, Pennsylvania, 16602, for the following professional services contracts: 1. Bathroom Refinishing 2. Ceiling Replacement 3. Elevator Service 4. Floor Covering 5. Painting 6. Trash Removal A Pre-Bid Conference schedule is included with respective bid documents. Please note that attendance of the Pre-Bid Conference is mandatory for any firm planning to submit a bid. All required information must be completed and submitted with the Bid. Copies of the Invitation to Bid can be obtained at the Authority office or by calling (814) 949-2000 during normal business hours. Bids will be opened publicly, and results will be given by the Owner upon notification of Award to the Successful Bidders. Contracts shall consist of professional services activities being bid under multiple prime Contracts.	310 - Public Notices / Legals NOTICE The Altoona Housing Authority Board of Directors will be holding its regular meeting on Wednesday, August 12, 2020 at 8:30 a.m. via telephone conference by calling 814-949-2017 and entering Conference ID# 8226. Anyone interested in participating in the meeting or who has public commentary and would like to address the Board of Directors, can call the Housing Authority Office at the above referenced number on said date and time. Should you have any questions regarding said meeting, please contact Kim Palmer at 814-949-2029 or via e-mail at kim.palmer@altoonahousing.org. Robin L. Beck Chairperson	310 - Public Notices / Legals NOTICE We are an Equal Opportunity Housing Provider. We do not discriminate on the basis of race, color, national origin, religion, sex, familial status or disability. August 9, 2020 HOLLIDAYSBURG COVID-16 PUBLIC PARTICIPATION FOR AUGUST 13, 2020 COUNCIL MEETING	705 - Bargain Counter (2) Backpacker chairs, new, \$12 each. (2) rolling backpack duffles \$8 each (814) 944-7456 (2) new sets of blue tooth headphones, very nice, must see, \$49 both 616-2765 leave message (2) Patio chairs with cushions, \$30 Wheelbarrow, \$10. (814) 224-4651 (3) Old brass railroad keys #2391, #1074, 1 blank, \$45 for all or best offer, (814) 986-2007 1 piece used rubber roofing, \$25 (814) 934-6056 100 Year Old Solid Cherry Wood Full Size Bedroom suite, 5 piece, in excellent condition, \$1000 abs. 2 antique metal trunks. (814) 542-9676 18 quart Nesco Roster Oven, \$20. Quinsart griddle, \$20. Both like new. 942-2346 1962 Ken Barbie doll with white stand. \$10 (814)	705 - Bargain Counter Huffy boys bike, \$25. Magna Girls bike, \$24. 814-942-9921 Iris bulbs, about 75-80, \$49/all. (814) 937-3359 leave message John Deere boys bike like new with training wheels, \$48. (814) 696-1214 JVC cassette player/recorder, \$10. 814-942-1521 Maxi-Climber, like new condition, can send pictures. Can deliver, \$49. 814-271-9901 Mens leather jacket XXL in excellent condition, black, \$49. 330-2034 Mens older Schwinn bike, \$10. Pat Taxi carrier (Pat-mate). 17x17x26, \$10. (814) 693-8906 New Garment rack with shelves & shoe rack, \$20. New wet & dry auto vac, \$25. 814-215-8498 Newmax car wood & oil combination, good condi-
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