

Minutes of a Regular Meeting
of the Altoona Housing Authority
held on February 19, 2020

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, February 19, 2020, in the Boardroom at 2700 Pleasant Valley Boulevard.

Board Members in attendance: Mr. Scott Brown, Mr. Mitch Cooper, and Mrs. Robin Beck. Mr. Howard Ermin and Mr. Chris Kirwin were absent.

Legal representation: Attorney Terressa E. George, Esq. was present.

Staff members in attendance: Mrs. Cheryl Johns, Mr. Brad Kanuch, Mr. Gregg Stiteler and Mrs. Kim Palmer.

Other individuals in attendance: None.

Mrs. Johns stated that she has been off work for a while due to an injury but wanted to acknowledge Mr. Brad Kanuch, Administrative Officer, who was in charge during her absence. She stated that Mr. Kanuch made several trips to her home and kept her up to date as to what was happening at the Housing Authority. She added that he did a great job.

Mrs. Johns also introduced Mr. Gregg Stiteler as the new Maintenance Supervisor/Modernization Director and stated that he has been doing a good job and has been keeping her up to date on various maintenance issues.

Mrs. Johns stated her staff worked as a team and that everyone stepped up in her absence and that she appreciates everyone.

Public Commentary

There was no public commentary.

Executive Session

The Board convened for Executive Session at 8:34 a.m. to discuss potential litigation. Executive Session concluded at 8:39 a.m. and the meeting proceeded.

Minutes of Previous Meeting

The minutes for a regular meeting held on December 11, 2019, were presented.

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

Review of Financial Reports

Mrs. Johns stated that she did not hear from Mr. Kirwin as to any specific questions regarding the financial reports.

Mrs. Johns stated that Mr. Ed Stockton was on-site for two weeks completing the audit. She stated that she spoke to him on the phone during his visit. She added that the audit went wonderfully and that there were no findings or recommendations. Mrs. Johns stated that Mr. Stockton commended her for her staff and said that they are a really good group of people to work with.

Mrs. Beck stated that the Exit Conference Interview was the best she's ever been to. She stated that Mr. Stockton was very complimentary of Mrs. Johns and her staff.

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

Resolutions

Approval and Adoption of Resolution 20-1 – This Resolution approves a formal revision to the Procurement Policy in regard to bidding thresholds retro-active to January 1, 2020.

Mrs. Johns stated that this resolution is in regard to an increase in the bidding thresholds in accordance with the Pennsylvania Department of Labor and Industry.

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

Approval and Adoption of Resolution 20-2 – This Resolution approves a decrease in the Standard Mileage Rate to 57.5 cents per mile effective March 1, 2020.

Mrs. Johns stated that this resolution is a decrease in the current Standard Mileage Rate as determined by the IRS.

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

Solicitor's Report

Attorney George was in attendance and discussed the activities that the law firm has been working on.

Staff Reports

Mrs. Johns stated that the three (3) Capital Fund Program projects at Fairview Hills are currently on hold due to the weather. The projects are Blacktop Replacement, Concrete Sidewalk & Curb Replacement and Roof Replacement.

Mrs. Johns stated Mr. Kanuch applied for two (2) grants: 1)City of Altoona – CDBG, to replace the playground structures at Fairview Hills and 2)Blair County Parks & Recreation Grant, to seal coat the basketball court at Fairview Hills.

Mr. Kanuch stated that he requested \$90,000 from the City; however, Ms. Mary Johnson, CDBG Manager, asked that he lower his request to \$65,000. Mr. Kanuch stated that Mr. Mike Hofer, Executive Director for the Central Blair Recreation Commission, stated that it is not a good idea to use rubber surfacing as it is not good with the type of weather in this area. Mr. Kanuch stated that removing the rubber surfacing would reduce the amount of the project by \$20,000. He added that both the playground and basketball court are very well used by the residents.

Committee Reports

On Thursday, February 13, 2020, the Finance Committee had the Exit Conference Interview with the Auditor, Mr. Ed Stockton, to discuss the audit for FYE June 30, 2019.

No meetings have been held for the Personnel Committee or the Property/Maintenance Committee.

New Business

There was no new business.

Old Business

There was no old business.

Media Questions/Comments

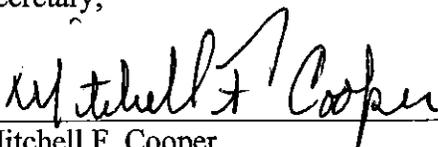
No one from the media was in attendance.

Adjournment

There being no further business to come before the Authority, Mr. Cooper made a motion to adjourn, Mr. Brown seconded, all approved. The regular meeting was adjourned at 8:53 a.m.

The next regular meeting will be held at 8:30 a.m. on Wednesday, March 11, 2020, in the Boardroom at 2700 Pleasant Valley Boulevard.

Secretary,



Mitchell F. Cooper