

Minutes of a Regular Meeting
of the Altoona Housing Authority
held on May 8, 2019

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, May 8, 2019, in the Boardroom at 2700 Pleasant Valley Boulevard.

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

Legal representation: Attorney William J. Haberstroh, Esq. was present.

Staff members in attendance: Mr. Jim Stephens and Mrs. Kim Palmer. Mrs. Cheryl Johns, Executive Director, was absent.

Other individuals in attendance: Mr. Bill Kibler, *Altoona Mirror*.

Public Commentary

There was no public commentary.

Executive Session

The Board convened for Executive Session at 8:30 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 April 10, 2019, were presented.

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

Review of Financial Reports

Mrs. Johns was absent. There were no questions regarding the Financial Reports.

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

Resolutions

Approval and Adoption of Resolution 19-13 – This Resolution authorizes the contracts with Sharer Fiberglass Repair (Bathtub Refinishing), DeGol Carpet (Floor Covering) and J.R. Brown Construction, Inc. (Ceiling Replacement & Painting) be extended for an additional year for the period July 1, 2019 through June 30, 2020.

Mrs. Palmer stated that the Housing Authority is currently under contract with Sharer Fiberglass Repair for bathtub refinishing, with DeGol Carpet for floor covering and with J.R. Brown Construction, Inc. for ceiling replacement and painting. She stated that the Housing Authority has the option to extend said contracts for an additional year. She added that the Housing Authority is satisfied with the services provided by all contractors and that the costs will remain the same during the term of the contract.

Mr. Brown stated that there is no relationship between him and J.R. Brown Construction.

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

Approval and Adoption of Resolution 19-14 – This Resolution authorizes a contract be executed with The EADS Group for architectural/engineering services for the Concrete Sidewalk and Curb Replacement Project at Fairview Hills for an amount not to exceed \$17,900.

Mrs. Palmer stated that The EADS Group is the project engineer for the Blacktop Replacement Project at Fairview Hills which will be done in collaboration with the Concrete Sidewalk and Curb Replacement Project. She added that the Housing Authority did not have to solicit for proposals as the contract amount is under the bidding threshold.

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

Approval and Adoption of Resolution 19-15 – This Resolution approves the audit prepared by Malcolm Johnson & Company, P.A. for fiscal year ending June 30, 2018.

Mrs. Palmer stated that Mrs. Johns provided the Board with a copy of the audit. Mrs. Beck stated that the Finance Committee met with the auditor twice while he was on-site completing the audit. She stated that the Finance Committee was going to meet last week but the meeting had to be cancelled. She added that Mrs. Johns spoke to both her and Mr. Kirwin regarding the audit report and that they feel comfortable making the recommendation to approve said audit.

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

Solicitor's Report

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

Staff Reports

Mrs. Johns was absent. There were no questions regarding the Staff Reports.

Committee Reports

No Committee Meetings have been held between the date of the last board meeting (April 10, 2019) and the May board meeting.

The Personnel Committee was scheduled to meet following today's board meeting to discuss personnel issues; however, due to Mrs. Johns absence the meeting will be rescheduled.

New Business

There was no new business.

Old Business

There was no old business.

Media Questions/Comments

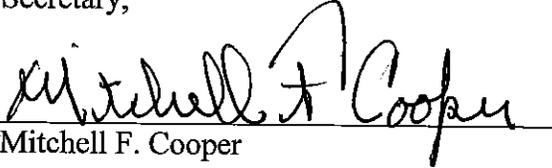
Mr. Bill Kibler, *Altoona Mirror*, was in attendance. He asked what was discussed in Executive Session.

Adjournment

There being no further business to come before the Authority, Mr. Brown made a motion to adjourn, Mr. Kirwin seconded, all approved. The regular meeting was adjourned at 8:50 a.m.

The next regular meeting will be held at 8:30 a.m. on Wednesday, June 19, 2019, in the Boardroom at 2700 Pleasant Valley Boulevard.

Secretary,


Mitchell F. Cooper