

Minutes of a Regular Meeting
of the Altoona Housing Authority
held on September 14, 2016

The regular meeting of the Board of Directors of the Altoona Housing Authority was called to order by the Chairperson, Mrs. Robin Beck, at 8:15 a.m. on Wednesday, September 14, 2016, in the Boardroom at 2700 Pleasant Valley Boulevard.

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

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

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

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 8:15 a.m. to discuss potential litigation. Executive Session concluded at 8:32 a.m. and the meeting proceeded.

Minutes of Previous Meeting

The minutes for a regular meeting held on August 10, 2016, were presented.

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

Review of Financial Reports

The Expenditures Register, Capital Expenditures Register, Adjustment Sheet and the Public Housing Program, Section 8 Program and Pleasant Village Income & Expense Report covering the period of August 1, 2016 through August 31, 2016, and the Investment Analysis for September 2016, were provided to the Board of Directors for their review.

Mrs. Johns stated that there is nothing out of the ordinary with the financial reports.

Mrs. Johns stated that the expenditure to the City of Altoona was for the annual fire and safety inspection at the Towers.

Mrs. Johns stated that there was nothing major on the credit card statements from last month.

Mrs. Johns stated that since the end of the fiscal year, staff has been getting information gathered up for the auditor.

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

Resolutions

Approval and Adoption of Resolution 16-30 – This Resolution authorizes a contract be executed with Child Advocates of Blair County, Inc. for the use of the child care building at Fairview Hills for a 24-month period (October 1, 2016 through September 30, 2018) for a rental fee of \$200 per month.

Mrs. Johns stated that there is a facility at the Fairview Hills site that is occupied by Child Advocates of Blair County as a Head Start classroom and child care center. She stated that she met with Ms. Terry Wasovich the new Director for Child Advocates to discuss the renewal of the two-year contract with Child Advocates. She added that having a Head Start classroom is a benefit for the residents who reside at Fairview Hills.

Mrs. Johns stated that Child Advocates pays a monthly rental fee of \$200 per month to the Housing Authority and that they are responsible for paying all utilities.

Mrs. Johns stated that the Housing Authority has a good partnership with Child Advocates and that she would like to adopt this Resolution continuing the contract for another two years.

Mrs. Johns provided the Board with some statistical information regarding the Head Start Program, which was provided by Child Advocates.

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

Approval and Adoption of Resolution 16-31 – This Resolution authorizes a contract be executed with Clear Creek Company for Painting for the period September 15, 2016 through June 30, 2018.

Mrs. Johns stated that this Resolution is for the painting contract for a period of two years. She stated that when the bids for painting were received, the prices had increased from the last contract period by 100% and the Resolution was tabled. She added that because only one bid was received for painting, the Housing Authority can negotiate costs. Mrs. Johns stated that Clear Creek Company revised the bid prices, and she is completely satisfied with the negotiations that were reached.

Mrs. Johns provided the Board with a copy of the bids for painting from the last contract period (July 1, 2014 through June 30, 2016) as well as the bids received on May 25, 2016, for the upcoming contract period and the revised bids.

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

Solicitor's Report

Attorney Haberstroh discussed the activities that he has been working on.

Staff Reports

Mrs. Johns stated that she will be meeting with Attorney Haberstroh to discuss the added guidance regarding the use of criminal records for eligibility and ineligibility for the One Strike Policy. She stated that they will discuss what is in the best interest of the Housing Authority and try to come up with criteria in regard to criminal records.

Mrs. Johns stated that she has been informed that the Public Housing Smoke Free Policy is moving forward and should be finalized in October or November. She stated that once finalized, the Housing Authority will have 18 months to implement said policy. Mrs. Johns stated that she has already made residents aware of this policy. She added that she does not agree with the policy and doesn't think that the rules are consistent. Mrs. Johns stated that she does not know how the Housing Authority is going to enforce said policy. Attorney Haberstroh stated that he feels that once the policy is implemented, it will be litigated and hard to enforce.

Mrs. Johns stated that she is scheduled to meet with Police Chief, Janice Freehling, on September 27th to discuss the police contract. She stated that the new officer, Patrolman Stirk has met with Fairview Hills staff, who stated that he is doing a good job meeting residents and visiting the After School Program. Mrs. Johns stated that she is pleased to hear that, as she wants community policing at Fairview Hills.

Mr. Brown asked about the HUD Streamlining Rule. Mrs. Johns stated that this is for rules that have already been in place and that staff is currently following. She stated that she will be meeting with staff to review the policies that the Housing Authority has in place to determine if any policy needs tweaked. Mrs. Johns added that the community service requirement is hard to monitor.

Mrs. Johns stated that there are many rules that are still pending with HUD.

Committee Reports

The Property/Maintenance Committee met on Friday, August 26, 2016, to discuss the Window Replacement Project at Pleasant Village.

No meetings have been held for the Finance Committee or the Personnel Committee.

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 about the painting contract, the Head Start classroom, the HUD Streamlining Rule, the Smoke Free Policy, the One Strike Policy and Executive Session.

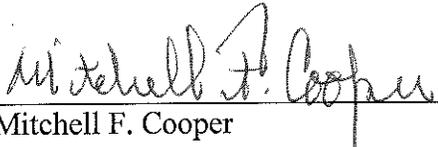
Adjournment

Mrs. Beck mentioned that she read in the board packet that the FSS Coordinator, Anne Krill, will be leaving the Housing Authority. She stated that she appreciates her service. She added that she had the opportunity to meet Mrs. Krill at several events and that she represented the Housing Authority well. Mrs. Beck stated that she wishes Mrs. Krill luck and that the Housing Authority will miss her.

There being no further business to come before the Authority, Mr. Brown made a motion to adjourn, Mr. Cooper seconded, all approved. The regular meeting was adjourned at 9:01 a.m.

The next regular meeting will be held at 8:15 a.m. on Wednesday, October 12, 2016, in the Boardroom at 2700 Pleasant Valley Boulevard.

Secretary,



Mitchell F. Cooper