

MERCER COUNTY HOUSING AUTHORITY
Meeting Minutes: September 20, 2017

The Members of the Mercer County Housing Authority (MCHA) Board of Commissioners met in Regular Session at 80 Jefferson Avenue, Sharon, PA 16146 at 11:00 a.m. on Wednesday, September 20, 2017.

Chairperson, Timothy Jablon, called the meeting to order, and upon Roll Call, those members present and absent were:

Present: Timothy Jablon
Rev. Leon Avery, Jr. (phone)
Brittany Newman
Lori Weston

Absent: Patricia Reesman

Also: Nannette Livadas
Michelle Burke
Holly Campbell
Connie Gallentine
Roland Hall
Timothy Swogger
Amber Whenry
Joseph Pinchot

The Chairperson welcomed everyone and thanked them for attending.

Minutes of the August 9, 2017 meeting were reviewed by Timothy Jablon. On a motion from Lori Weston, seconded by Rev. Leon Avery, Jr., it was moved to adopt those August minutes and dispense with their reading. Upon voting, the “Ayes” and “Nays” were:

| <u>Ayes</u> | <u>Nays</u> |
|----------------------|-------------|
| Timothy Jablon | NONE |
| Rev. Leon Avery, Jr. | |
| Brittany Newman | |
| Lori Weston | |

The Chairperson declared the motion passed.

Financial reports were reviewed. On a motion from Lori Weston, seconded by Rev. Leon Avery, Jr., it was decided to adopt those financial reports for July 2017 as presented. Upon voting, the “Ayes” and “Nays” were:

| <u>Ayes</u> | <u>Nays</u> |
|----------------------|-------------|
| Timothy Jablon | NONE |
| Rev. Leon Avery, Jr. | |
| Brittany Newman | |
| Lori Weston | |

The Chairperson declared the motion passed.

The Chairperson then called for the Executive Director's report.

Executive Report

Nannette Livadas began by explaining the need for an updated investment policy. Flexibility is needed to allow for the hiring of financial advisors if desired. Most funds are in certificates of deposit with maturity dates set between three and nineteen months. There is some cash in money market accounts. Ms. Livadas stated that First National Bank is offering good rates and did a nice job setting up those accounts. She said that she would supply a schedule of these investments to any board member who wished to receive one.

Nannette Livadas stated that six maintenance men attended air conditioning training at the New Castle School of Trades. All passed their tests and can now work on units. Timothy Swogger arranged for personnel from Central Heating and Plumbing to serve as mentors at no cost to the Authority.

Nannette Livadas then introduced Roland Hall and Michelle Burke, MCHA Resident Initiative Coordinators.

Mr. Hall and Ms. Burke presented a power point overview to board members explaining recent events held for the residents.

AmeriCorps members:

- visited several MCHA Communities focusing on a STEM (Science, Technology, Engineering and Mathematics) program. Students learned how to work with electrical circuits and participated in fun educational games
- hosted a Farm Safety Day at Chavers Center where children learned about outdoor safety tips, and saw a chicken and goat
- helped to create a community garden at Fornelli
- accompanied three busloads of residents to see a Scrappers game
- completed summer bashes, with the students receiving backpacks

Rev. Leon Avery Jr. arrived.

Other highlights of the presentation included:

- Resident Councils were created at Fornelli Manor and Choice Farrell Homes
- Seniors participated in Grandparents Day, pizza with Elvis, computer classes, yoga, and a Kentucky Derby event
- Smoking cessation classes will be held in the upcoming months
- Two interns shadowed several MCHA employees this summer assisting in a variety of projects
- Upcoming events include a Youth Community Art Show, employment training, nutrition education, flu shots, crafts fairs and senior yoga classes

Roland Hall thanked the Shenango Valley Foundation for supporting the library position with their donations. Holly Campbell thanked Michelle Burke and Roland Hall for their hard work to provide quality programs for all the Authority's residents.

Nannette Livadas explained to board members that a no smoking policy is being initiated by HUD. It will go into effect Authority wide on January 1, 2018. This will include employees and tenants. Anyone who wants to smoke will be required to do so outside the units or buildings. They must remain twenty-five feet away while smoking. Nannette Livadas is writing a letter to all district justices explaining the program. Residents will be given four chances before being evicted. Ms. Livadas stated that a smoking cessation program is being initiated by the resident services department. Tenants are being provided with counselling and medical cessation treatments such as free Chantix.

Rev. Leon Avery, Jr. asked if MCHA had a choice with implementation of the policy. Holly Campbell stated that we could have had a choice with the RAD properties. Nannette Livadas explained that it isn't fair to non-smokers to be exposed to the smoke, and the Authority is not going to be sponsoring non-smoking areas. There are too many concerns with lighting and providing security. Board members briefly discussed the new policy, and expressed satisfaction concerning the cessation efforts.

Nannette Livadas stated to board members that she would like to take them on a tour of some of the communities that are being renovated, whenever they have time. She would like to put a program together to be held after the next board meeting, then possibly attend a luncheon with members.

Nannette Livadas explained that she will have Connie Moroco, MCHA Comptroller, put together a report for the board showing bad debt expenses. The board will then be able to see trends in evictions involving damage to units, bad housekeeping expenses, and tenants not paying their rent.

Nannette Livadas explained the reason for resolution number 2468. The payment standards will remain the same until they are changed by a future resolution.

Nannette Livadas passed out a PHADA position paper to board members. She stated that 2018 appropriations are in steep decline. The operating fund is at 93% pro-ration, and the HPV program is at 68%. That is the lowest in 42 years. Cheryl Artis, Section 8 Coordinator, is doing more with less. That department no longer has an inspector, and two people are performing all the duties to run the department. There is no funding to pay additional staff. Lori Weston asked about the operating fund and capital fund affecting the thirty-eight units at Pine Hollow. Ms. Livadas explained that had it not been for RAD, the financial situation would be a lot worse.

Timothy Jablon stated that he would be out of the area for the October meeting, but would be available by phone.

The Chairperson thanked Ms. Livadas for her report.

The Chairperson then introduced the following resolutions for passage. They were fully read and considered.

RESOLUTION NOS. 2465 and 2466 – Resolutions approving the charge-off of Vacated Tenants Accounts Receivable in Sharpsville Gardens, Malleable Heights, Valley View Homes, Frank Fay Terrace, Mesabi Street, Herbert Garster Homes, McDowell Manor, First and North, Steel City I, Patterson/Landay, and Legacy Commons, for the period ending August 31, 2017, effective immediately. (See attachments)

BE IT RESOLVED THAT RESOLUTION NOS. 2465 and 2466 BE HEREBY ADOPTED.

The motion to adopt these resolutions, as read, was given by Rev. Leon Avery, Jr. Second to that motion was by Brittany Newman. Upon voting, the “Ayes” and “Nays” were:

| <u>Ayes</u> | <u>Nays</u> |
|----------------------|-------------|
| Timothy Jablon | NONE |
| Rev. Leon Avery, Jr. | |
| Brittany Newman | |
| Lori Weston | |

The Chairperson declared the motion passed.

The Chairperson then introduced the following resolution for passage. It was fully read and considered.

RESOLUTION NO. 2467 – Resolution adopting a financial investment policy, effective immediately. (See attachment)

BE IT RESOLVED THAT RESOLUTION NO. 2467 BE HEREBY ADOPTED.

The motion to adopt this resolution, as read, was given by Brittany Newman. Second to that motion was by Rev. Leon Avery, Jr. Upon voting, the “Ayes” and “Nays” were:

| <u>Ayes</u> | <u>Nays</u> |
|----------------------|-------------|
| Timothy Jablon | NONE |
| Rev. Leon Avery, Jr. | |
| Brittany Newman | |
| Lori Weston | |

The Chairperson declared the motion passed.

The Chairperson then introduced the following resolution for passage. It was fully read and considered.

RESOLUTION NO. 2468 – Resolution maintaining the payment standard for the Housing Choice Voucher Program as adopted for the year 2017, and remaining effective until a new resolution shall be adopted.

BE IT RESOLVED THAT RESOLUTION NO. 2468 BE HEREBY ADOPTED.

The motion to adopt this resolution, as read, was given by Lori Weston. Second to that motion was by Brittany Newman. Upon voting, the “Ayes” and “Nays” were:

| <u>Ayes</u> | <u>Nays</u> |
|----------------------|-------------|
| Timothy Jablon | NONE |
| Rev. Leon Avery, Jr. | |
| Brittany Newman | |
| Lori Weston | |

The Chairperson declared the motion passed.

The Chairperson then introduced the following resolution for passage. It was fully read and considered.

RESOLUTION NO. 2469 – Resolution certifying Mercer County Housing Authority’s Retirement Plan Minimal Municipal Obligation (MMO). The estimated contribution to the employee retirement plan is \$218,837 for 2018.

BE IT RESOLVED THAT RESOLUTION NO. 2469 BE HEREBY ADOPTED.

The motion to adopt this resolution, as read, was given by Rev. Leon Avery, Jr. Second to that motion was by Lori Weston. Upon voting, the “Ayes” and “Nays” were:

| <u>Ayes</u> | <u>Nays</u> |
|----------------------|-------------|
| Timothy Jablon | NONE |
| Rev. Leon Avery, Jr. | |
| Brittany Newman | |
| Lori Weston | |

The Chairperson declared the motion passed.

There being no additional business or public comment, the motion was made to adjourn this board meeting. It was given by Brittany Newman. Second to that motion was by Rev. Leon Avery, Jr. Upon voting, the “Ayes” and “Nays” were:

| <u>Ayes</u> | <u>Nays</u> |
|----------------------|-------------|
| Timothy Jablon | NONE |
| Rev. Leon Avery, Jr. | |
| Brittany Newman | |
| Lori Weston | |

The Chairperson declared the motion passed and the meeting adjourned.

9/20/17

Patricia Reesman, Secretary

