

MINUTES OF REGULAR MEETING
READING HOUSING AUTHORITY
BOARD OF COMMISSIONERS
August 22, 2023 – 5:00 P.M.

The Reading Housing Authority Board of Commissioners held a Workshop and Regular Meeting on Tuesday, August 22, 2023, at the William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, PA.

WORKSHOP MEETING

Chairwoman Lorena Keely opened the meeting by expressing how well attended Wacky Water Wednesday was at Oakbrook Homes playground on August 16. Glenside Homes Wacky Water Wednesday will be held on August 23 at 1 pm. The Reading Recreation Commission, the Reading Water Authority and the City's fire, police, and public works departments all play a part in making the events happen.

RHA employees recognized by the board this month included Clarisol Saez who was promoted from a Customer Service Assistant at Center City Campus to a Housing Specialist in Applications. Also recognized by the board was Myra Morales, a newly hired Customer Service Assistant at Center City Campus.

Stacey Keppen, Executive Director, was honored by the board for 25 years of service.

Ms. Keely then turned the meeting over to Stacey Keppen who reviewed the Public Housing Maximum Income Limits and the Housing Opportunity Through Modernization Act of 2016 which establishes guidelines and income limitations for continued occupancy in public housing for over-income households.

Highlights of the Executive Director's report included the following:

1. Utility management strategies were discussed in regard to an intended recapture by HUD from RHA's 2022 Energy Performance Contract. Facility Strategies Group, LLC has been retained to provide an analysis to support operational improvement.
2. A recent presentation to Commonwealth of Pennsylvania House Representatives for additional funds to address the third phase of Oakbrook Homes Center for Community Services Project
3. A grant through Highmark Wholecare to fund digital signage in the highrise common areas.
4. The recent formation of a Resident Council at Franklin Tower.

The next Commissioners Meeting will be held on Tuesday, September 26, 2023, starting at 4 pm.

There were no other significant high-lights and no questions from staff relating to the Executive Director's Report.

COMMISSIONERS' MEETING

Ms. Keely then called the REGULAR MEETING to order and upon roll call those present and absent were as follows:

Commissioners Present: Chairwoman Lorena P. Keely
 Vice-Chairwoman Myra Maldonado
 Commissioner Ineavelle Ruiz via Zoom
 Commissioner Maria Delgado

Commissioners Absent: None.

RHA Staff Representatives: Stacey Keppen, Executive Director
Mya Hornberger, Executive Assistant, Recording Secretary
David C. Talarico, Director of Capital Improvements
Jonathan P. Runkle, Quality and Compliance Officer
Theresa A. Reustle, Comptroller, Secretary-Treasurer
Rory Ulrich, Maintenance Superintendent
Leonilda Feliciano, Applications Manager
Yasaira Modeste, Property Manager, North Campus
Nydia Runkle, Property Manager, South Campus
Grisel Saez, Property Manager, Center City Campus
Jack Knockstead, Resident Services Manager
Tom Stianche, Voucher Programs Manager
Steve Notario, Purchasing Manager
Anders Smith, IT Manager
Gregg Snook, Assistant Maintenance Superintendent
Matt Smith, Maintenance Foreman, North Campus
Dave Oley, Maintenance Foreman, South Campus
Derek DeLong, Maintenance Foreman, Center City Campus
Edwin Stock, Solicitor, Legal Staff
Clarisol Saez, Housing Specialist, Applications
Myra Morales, Customer Service Assistant, Center City Campus

ACKNOWLEDGEMENT OF VISITORS: The Chairwoman announced that no one had signed the register to speak at the Board Meeting.

APPROVAL OF PAST MEETING MINUTES

Regular Meeting – June 27, 2023

MOTION TO APPROVE: Commissioner Delgado
SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

COMMUNICATIONS: None

APPROVAL OF THE SECRETARY/TREASURER’S REPORT

MOTION TO APPROVE: Vice-Chairwoman Maldonado
SECOND: Commissioner Ruiz

DISCUSSION: None.

APPROVAL OF THE EXECUTIVE DIRECTOR’S REPORT

MOTION TO APPROVE: Vice-Chairwoman Maldonado
SECOND: Commissioner Delgado

DISCUSSION: None.

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 6448: Acknowledging the Promotion of a Customer Service Assistant to a Housing Specialist (Clarisol Saez)

MOTION TO APPROVE: Commissioner Delgado
SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado
VOTES AGAINST: None

RESOLUTION NO. 6449: Acknowledging the Hiring of a Customer Service Assistant (Myra Morales)

MOTION TO APPROVE: Vice-Chairwoman Maldonado
SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado
VOTES AGAINST: None

RESOLUTION NO. 6450: Authorizing the Maximum Income Limits for Admission to the Low-Income Public Housing and Housing Choice Voucher Program Under the United States Housing Act of 1937, as Amended

MOTION TO APPROVE: Vice-Chairwoman Maldonado
SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado
VOTES AGAINST: None

RESOLUTION NO. 6451: Authorizing the Maximum Income Limits for Continued Occupancy in the Public Housing Program Under the Housing Opportunity Through Modernization Act of 2016, as Amended

MOTION TO APPROVE: Commissioner Delgado
SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado
VOTES AGAINST: None

RESOLUTION NO. 6452: Approving the Terms and Authorizing the Execution of a Contract with Facility Strategies Group, LLC for Boiler Plant Decentralization Phase III at Glenside Homes

MOTION TO APPROVE: Vice-Chairwoman Maldonado
SECOND: Commissioner Delgado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado
VOTES AGAINST: None

RESOLUTION NO. 6453: Authorizing the Execution of an Agreement of Sale for Park Place on Penn

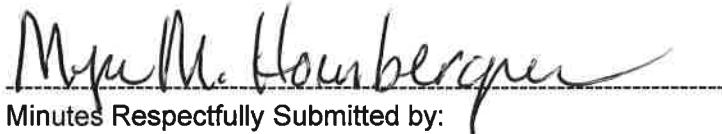
MOTION TO APPROVE: Vice-Chairwoman Maldonado
SECOND: Commissioner Delgado

DISCUSSION: None.

VOTES IN FAVOR: Keely, Maldonado, Ruiz, and Delgado
VOTES AGAINST: None

ADJOURNMENT:

MOTION TO ADJOURN: Vice-Chairwoman Maldonado
SECOND: Commissioner Delgado

A handwritten signature in cursive script, reading "Mya M. Hornberger", is written over a horizontal dashed line.

Minutes Respectfully Submitted by:
Mya M. Hornberger, Executive Assistant/Recording Secretary