

MINUTES OF REGULAR & ANNUAL MEETING
READING HOUSING AUTHORITY
BOARD OF COMMISSIONERS
January 12, 2023 – 5:00 P.M.

The Reading Housing Authority Board of Commissioners held a Workshop and Regular Meeting on Thursday, January 12, 2023, at the William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, PA.

WORKSHOP MEETING

Chairwoman Lorena Keely opened the meeting with recognition of RHA employee, Cheryl Lewis, on earning the Elder Service Coordination Certification.

Also recognized were Janice Eickhoff, 20 years of service; Grisel Saez promoted to Property Manager, Center City Campus; and new hires Mario Herrera-Torres, Maintenance Mechanic, South Campus; Mark Schnader, Maintenance Mechanic, South Campus; and Leslie Candelario, Customer Service Assistant, South Campus.

Ms. Keely then turned the meeting over to Stacey Keppen, Executive Director who gave an in-depth presentation on budget reporting.

Ms. Keppen, reviewed highlights of the Executive Director's Report which included the following:

1. The Public Housing Mixed Occupancy Report shows an uptick in the number of delinquent accounts which has been indirectly impacted by the pandemic.
2. The Oakbrook Homes Center for Community Services Project is scheduled to be advertised beginning February 2, with a due date of March 9 and a public meeting to be held on March 15.
3. The next Commissioners Meeting will be held on Tuesday, February 28, 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 Steven E. Belinski
Commissioner Ineavelle Ruiz
Commissioner Maria Delgado

Commissioners Absent: None

RHA Staff Representatives: Stacey J. Keppen, Executive Director
Mya Hornberger, Executive Assistant, Recording Secretary
David C. Talarico, Director of Capital Improvements
Josh K. Smith, Director of Housing Management
Jonathan P. Runkle, Quality and Compliance Officer
Theresa A. Reustle, Comptroller, Secretary-Treasurer
Audrey Wenrich, Human Resource Manager
Rory Ulrich, Maintenance Superintendent
Leonilda Feliciano, Applications Manager
Yasaira Modeste, Property Manager, North Campus
Nydia Rivera, Property Manager, South Campus
Thomas Stianche, Voucher Programs Manager

John E. Knockstead, Resident Services Manager
Steve Notario, Purchasing Manager
Anders Smith, IT Manager
Gregg Snook, Assistant Maintenance Superintendent
William Rupp, Foreman, North Campus
Al Linarez, Foreman, South Campus
David Oley, Foreman, Center City Campus
Edwin Stock, Solicitor, Legal Staff
Cheryl Lewis, Service Coordinator, South Campus
Janice Eickhoff, Human Resource Assistant
Grisel E. Saez, Property Manager, Center City Campus
Mario Herrera-Torres, Maintenance Mechanic, South Campus
Mark Schnader, Maintenance Mechanic, South Campus
Leslie Candelario, Customer Service Assistant, South 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 and Annual Meeting – December 1, 2022 and Special Meeting - December 14, 2022

MOTION TO APPROVE: Commissioner Belinski

SECOND: Commissioner Ruiz

DISCUSSION: None.

COMMUNICATIONS: None submitted.

APPROVAL OF THE SECRETARY/TREASURER REPORT

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Ruiz

DISCUSSION: None.

APPROVAL OF THE EXECUTIVE DIRECTOR REPORT

MOTION TO APPROVE: Commissioner Belinski

SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 6391: Acknowledging the Promotion of a Resident Services Coordinator to a Property Manager (Grisel Saez)

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Delgado

DISCUSSION: None.

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

RESOLUTION NO. 6392: Acknowledging the Hiring of a Maintenance Mechanic (Mario Herrera-Torres)

MOTION TO APPROVE: Commissioner Ruiz
SECOND: Commissioner Delgado

DISCUSSION: None.

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

RESOLUTION NO. 6393: Acknowledging the Hiring of a Maintenance Mechanic (Mark A. Schnader)

MOTION TO APPROVE: Commissioner Belinski
SECOND: Commissioner Ruiz

DISCUSSION: None.

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

RESOLUTION NO. 6394: Acknowledging the Hiring of a Customer Service Assistant (Leslie Candelario)

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

DISCUSSION: None.

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

RESOLUTION NO. 6395: Approving and Affirming Resolutions 6389 and 6390 Effective as of December 14, 2022

MOTION TO APPROVE: Commissioner Belinski
SECOND: Commissioner Delgado

DISCUSSION: None.

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

RESOLUTION NO. 6396: Authorizing the Payment in Lieu of Taxes for Projects PA-9-1, 2, 3, 4, 5, 6, 8, and 10 Contract W-66 for the Fiscal Year Ended March 31, 2022

MOTION TABLED: Commissioner Belinski

DISCUSSION: To allow time to confirm the amount of tax to be paid to the City of Reading.

RESOLUTION NO. 6397: Approving the Revision of Public Housing Flat Rents

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Keely, Belinski, Maldonado, Ruiz, and Delgado

VOTES AGAINST: None

RESOLUTION NO. 6398: Authorizing an Interagency Agreement with Lancaster City Housing Authority, Lancaster, PA to Perform Housing Quality Standards Inspections

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Keely, Belinski, Maldonado, Ruiz, and Delgado

VOTES AGAINST: None

RESOLUTION NO. 6399: Authorizing the Sale of 1040 Liggett Avenue to Berks Community Health Center

MOTION TO APPROVE: Commissioner Belinski

SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

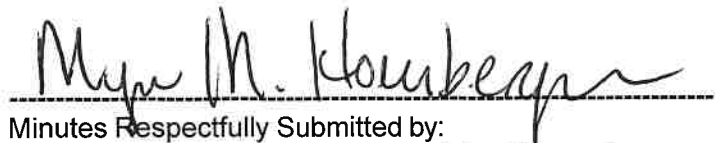
VOTES IN FAVOR: Keely, Belinski, Maldonado, Ruiz, and Delgado

VOTES AGAINST: None

ADJOURNMENT:

MOTION TO ADJOURN: Commissioner Belinski

SECOND: Commissioner Delgado



Minutes Respectfully Submitted by:

Mya M. Hornberger, Executive Assistant/Recording Secretary