

MINUTES OF REGULAR MEETING
READING HOUSING AUTHORITY
BOARD OF COMMISSIONERS
March 28, 2023 – 5:00 P.M.

The Reading Housing Authority Board of Commissioners held a Workshop and Regular Meeting on Tuesday, March 28, 2023, at the William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, PA.

WORKSHOP MEETING

Chairwoman Lorena Keely began the meeting by recognizing long time RHA Board Commissioner Steven Belinski. This is Commissioner Belinski's final meeting as his resignation is effective March 30, 2023.

Audrey Wenrich was honored by the board for her forty-three years of service. Ms. Wenrich began her career at RHA in the Executive Director's office on October 9, 1979. She will be retiring on April 7th.

Several promotions and new hires were announced: They are as follows: Promotions: Matthew Smith from Assistant Foreman, South Campus to Foreman, North Campus and Derek DeLong from Assistant Foreman, North Campus to Foreman, Center City Campus. David Oley transitioned from Foreman at Center City Campus to Foreman, South Campus. New hires included Nayip Junior Segarra, Maintenance Mechanic, South Campus and Emigdio D. Molina, Maintenance Mechanic, Center City Campus.

David Talarico, Director of Capital Improvements, shared with staff the bid opening process that took place March 9th for the construction of the Oakbrook Center for Community Services Center and Jonathan Runkle, Quality and Compliance Officer, gave a recap of the bid opening results as they compare to current funding and funding needs resulting from the bidding process.

Additional highlights of the Executive Director's Report were reviewed by Stacey Keppen which included the following:

1. The RHA Public Housing waiting list will open Tuesday, April 11, 2023, for bedroom sizes 0 through 5 and close Friday, April 14, 2023.
2. A Month of May Event, *Working Together for Our Communities*, will be held at all Center City Campus locations.
3. Applications for Stokes Stitt Scholarships have been provided to 14 residents in Oakbrook and Glenside Homes.
4. The Maintenance and Property Management Departments of South Campus along with the Facilities Department were commended on a job well done in addressing outstanding work orders with no negative responses from residents reported.
5. The next Commissioners Meeting will be held on Tuesday, April 25, 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

Commissioners Absent: Commissioner Ineavelle Ruiz
Commissioner Maria Delgado

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
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
David Oley, Foreman, Center City Campus
Edwin Stock, Solicitor, Legal Staff
Matthew C. Smith, Assistant Foreman, South Campus
Derek M. DeLong, Assistant Foreman, North Campus
Nayip Junior Segarra, Maintenance Mechanic, South Campus
Emigdio D. Molina, Maintenance Mechanic, 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 – February 28, 2023

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Belinski

DISCUSSION: None.

COMMUNICATIONS: None submitted.

APPROVAL OF THE SECRETARY/TREASURER REPORT

MOTION TO APPROVE: Commissioner Belinski

SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

APPROVAL OF THE EXECUTIVE DIRECTOR REPORT

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Belinski

DISCUSSION: None.

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 6413: Honoring Audrey L. Wenrich on Her Retirement After Forty-Three Plus (43+) Years of Employment

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

DISCUSSION: None.

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

RESOLUTION NO. 6414: Acknowledging the Promotion of an Assistant Foreman to a Foreman (Matthew C. Smith)

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

DISCUSSION: None.

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

RESOLUTION NO. 6415: Acknowledging the Promotion of an Assistant Foreman to a Foreman (Derek M. DeLong)

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

DISCUSSION: None.

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

RESOLUTION NO. 6416: Acknowledging the Transition from Foreman of Center City Campus to Foreman of South Campus (David Oley)

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

DISCUSSION: None.

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

RESOLUTION NO. 6417: Acknowledging the Hiring of a Maintenance Mechanic (Nayip Junior Segarra)

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

DISCUSSION: None.

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

RESOLUTION NO. 6418: Acknowledging the Hiring of a Maintenance Mechanic (Emigdio D. Molina)

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

DISCUSSION: None.

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

RESOLUTION NO. 6419: Approving Travel to Baltimore, MD to Attend the Baltimore Labor Law & Labor Arbitration Conference to be held July 27-28, 2023 (Stacey Keppen)

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

DISCUSSION: None.

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

RESOLUTION NO. 6420: Approving the Terms and Authorizing the Execution of a Contract for Mechanical Contracting with Garden Spot Mechanical, Inc. for the Oakbrook Homes Center for Community Services

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

DISCUSSION: None.

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

RESOLUTION NO. 6421: Approving the Terms and Authorizing the Execution of a Contract for Electrical Contracting with H.B. Frazer Company for the Oakbrook Homes Center for Community Services

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

DISCUSSION: None.

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

RESOLUTION NO. 6422: Approving the Terms and Authorizing the Execution of a Contract for Fire Protection with S.A. Comunale Company, Inc. for the Oakbrook Homes Center for Community Services

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

DISCUSSION: None.

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

RESOLUTION NO. 6423: Approving the Terms and Authorizing the Execution of a Contract for General Contracting with Uhrig Construction, Inc. for the Oakbrook Homes Center for Community Services

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

DISCUSSION: None.

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

RESOLUTION NO. 6424: Approving the Terms and Authorizing the Execution of a Contract for Plumbing Contracting with Vision Mechanical, Inc. for the Oakbrook Homes Center for Community Services

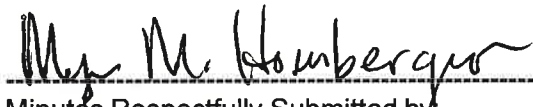
MOTION TO APPROVE: Vice-Chairwoman Maldonado
SECOND: Commissioner Belinski

DISCUSSION: None.

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

ADJOURNMENT:

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



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