

MINUTES

The Regular Monthly Board Meeting was called to order at 4:00 pm, on Monday November 20, 2023, at 109 Market Street, Coudersport, PA 16915.

Board Members present: Jeff Wilcox, Shawn Wolfinger, and Ellen Russell-zoom.

Board Members absent: Dennis Goodenough and Loren Fitzgerald.

Others present: John Wright and Rick Duzick.

1. OPENING

1.1.The Chairman called the meeting to order..... Mr. Wilcox

1.2.The Asst. Secretary-Treasurer called the rolls.....Ms. Russell

1.3.Approval of the October, 2023 Regular meeting minutes.....Mr. Wilcox

The October, 2023 Regular meeting minutes were approved as submitted. Motion by Shawn Wolfinger and second by Ellen Russell. All were in favor, motion carried.

1.4. Approval of the October, 2023 Bills.....Mr. Wilcox

The October, 2023 bills were approved as paid. Motion by Shawn Wolfinger, second by Ellen Russell. All were in favor, motion carried.

1.5.There was not any discussion with the Public.

2. ITEMS OF DISCUSSION

2.1.Personnel..... Mr. Duzick

2.1.1. Mr. Wright stated that Dan Weidner has passed probation and is now in regular employment status.

2.2.General Administration..... Mr. Duzick

2.2.1. Mr. Duzick stated that the PCHA is currently having ongoing MOR reviews with HUD for our three elderly housing projects. The review will be completed in November 2023. Mr. Wright stated that Ace hardware was beneficial in having smoke/carbon monoxide detectors we needed to meet new HUD Nspire requirements.

2.2.2. Mr. Goodenough was not available at this meeting to update our Agency with any County Economic Development program information.

2.3. Business and Finance.....Mr. Duzick

2.3.1. Mr. Duzick stated that the firm of Polcari & Co was onsite on November 6-8 to complete our fiscal year 2022 annual audit. The tentative audit submission should be in December 2023.

2.3.2. Mr. Duzick stated that the Agency has submitted our FY23 SEMAP data and has forwarded additional information to HUD for review of the programs period. The initial score was given as a High Performer.

2.3.3. Mr. Duzick offered Resolution# 23-11-01HA for Board motion and approval. The Resolution was for snowplowing, salting and sidewalk shoveling at Redwood Village and Honeoye Haven. Shawn Wolfinger offered the motion and Ellen Russell a second to accept the following vendors to supply the service for the snowplowing season of 2023-24. The bids accepted were as follows: Redwood Village- Gerald Brumbach- \$90 per plow, \$45 per salting and \$20 hr. shoveling. Honeoye haven- Chris Bickel- \$30 and hour total for snowplowing, salting and or shoveling.

3. OTHER BUSINESS.....Mr. Wilcox//Mr. Duzick

3.1.1. The Board did not go into Executive Session. Mr. Wright stated that the Solicitor for the Coudersport Municipal Authority had offered a motion to withdraw its preliminary objections in our case. Our Solicitor Anne Leete will update the Agency as new information is received.

4. CLOSING

4.1. Motion for adjournment.....Mr. Wilcox

There being no further business, Shawn Wolfinger made a motion and a second by Jeff Wilcox to adjourn the meeting at 4:10 pm. All were in favor.

Ellen Russell, Asst. Secretary-Treasurer