MINUTES

The Regular monthly meeting of Housing Opportunities Corporation of Potter County was called to order at 5:33 pm, on Monday September 22, 2025, at 109 Market Street, Coudersport PA 16915

Board Members present: Shawn Wolfinger, Ron Rapp and Jason Fourness.

Board Members absent: Jeff Wilcox and Loren Fitzgerald.

Others present: Rick Duzick.

OPENING

1.1. The Vice-Chairman called the meeting to order.....….....……Mr. Wolfinger

1.2. The Asst. Secretary-Treasurer called the roll……..……...…….Mr. Rapp

1.3. Approval of the August, 2025, Regular meeting minutes…..…..…....Mr. Wolfinger

The August, 2025 Regular monthly meeting minutes were approved as submitted. Motion by Jason Fourness and second by Ron Rapp. All in favor. None opposed.

1.4. Approval of the August, 2025 Bills.……..…….…..…Mr. Wolfinger

The August, 2025 bills were approved as paid. Motion by Jason Fourness and second by Ron Rapp. All were in favor. None opposed.

2. OTHER BUSINESS……..……Mr. Wolfinger/Mr. Duzick

2.1.1. Mr. Fourness and Mr. Duzick updated the Board on the property drainage issue adjacent to the Mountain View property. The Agency will continue to work with the Church and their contractors to try and resolve the issue.

2.1.2. Mr. Duzick gave an overview of the resolution to approve the write-off of long term Do to/Due From balances for HOCPC accounts. This resolution was developed in cooperation with our current Auditor. Resolution #2025-09-01HO, was approved by the Board. A motion was made by Ron Rapp and a second by Jason Fourness. All were in favor. None opposed...

2.1.3. There was not an Executive Session needed for the September, 2025 meeting.

3. CLOSING

3.1. Motion for adjournment…….……..…… Mr. Wolfinger

There being no further business, the regular monthly meeting was adjourned at 5:40 p.m., on a motion by Jason Fourness and a second by Ron Rapp. All were in favor. None were opposed.

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Ron Rapp Asst. Secretary-Treasurer