

The Regular Meeting of the Housing Authority of the County of Luzerne was held on Tuesday, February 9, 2021, in the Luzerne County Housing Authority Board Room, Kingston Manor, 250 First Avenue, Kingston, PA, pursuant to the written notice of all members of the Authority. Due to the COVID-19 pandemic, some attendees joined the meeting via conference call.

PRESENT: Michael A Molitoris, Executive Director
Barry Yohey, Comptroller
Rose Yarmel, Chairperson, via conference call
Kathleen Chernavage, Vice Chairperson, via conference call
Alan Yendrzejewski, Secretary/Treasurer, via conference call
Robert Wanyo, Member, via conference call
Leonard Brenner, Member, via conference call
Atty. Bruce Anders, Solicitor, via conference call
Patrick Stoodley, Director Housing Management

ABSENT: Ryan Williams, Director of Security

Chairperson Yarmel called the meeting to order at 12:00 pm.

APPROVAL OF MINUTES: Minutes of the regular meeting held January 12, 2021, were approved by motion of Mr. Brenner and seconded by Mr. Wanyo. All "AYES". **Resolution No. 2021-02-01.**

Mr. Molitoris reported on the following:

DEVELOPMENT: The foundation has been completed for Dupont Housing for the Elderly Development. Hopefully the weather will improve to move the project forward.

MODERNIZATION: Major renovations are being planned for both Exeter Gardens, 57-3 and 57-10. The installation of Security cameras at Kingston Manor is almost complete. The next install will be Exeter Gardens. The long-term plan is to have all Security Cameras installed in all the Family Units within the next five years.

OPERATING SUBSIDY: Mr. Molitoris reported that he prepared the 2021 Operating Budget and Subsidy for submission to HUD and asked permission to submit the completed documents to HUD. The Board approved the Operating Subsidy for Calendar Year 2021 and that said Operating Subsidy along with the Operating Subsidy Tools and other required documents are submitted to HUD by motion of Mr. Yendrzejewski and seconded by Mr. Wanyo. All "AYES". **Resolution No. 2021-02-02**

WRITE OFF OF BAD DEBTS: Mr. Molitoris presented the following list of bad debts to be written off for the Public Housing, NPH and Rental Programs. All means of collection have been exhausted. These debts were also turned over to a collection agency for action and they will be entered into HUD's national database in the event that the tenant should try to seek residency at any other public housing agency. The debts are comprised of monies owed for unpaid rent and maintenance repairs for damages by former tenants.

BAD DEBTS FOR YEAR ENDING DECEMBER 31, 2020

Project	Name	Move-out Date	Rent	Maintenance	Total
AMP 1					
57-3	SMITH JR, RAYMOND	1/8/2020	300.00		300.00
	MOORE, FREDA	2/12/2020	758.50	69.50	828.00
	POEPPERLING, DANIELLE	2/29/2020	0	161.00	161.00
	FLANNERY, MICHAEL	7/21/2020	(68.00)	1301.00	1233.00
	KUZMINSKI, JENNIFER	9/8/2020	702.05	714.50	1416.55
	FRISBIE, ALLISON	8/11/2020	42.00	239.50	281.50
	IRACE, ROBERT	10/6/2020	70.00	324.00	394.00
	JORDAN, MATTHEW	11/30/2020	(18.00)	349.50	331.50
Total	57-3		1786.55	3159.00	\$4945.55
57-8	MILLINER, JANET	1/7/2020	0.00	73.00	73.00
Total	57-8		0.00	73.00	\$73.00
57-10	FAGG, YASMINE	10/6/2020	0.00	1509.00	1509.00
Total	57-10		0.00	1509.00	\$1509.00
57-15	OWENS, VICTORIA	7/31/2020	1020.00	41.50	1061.50
	KUNISKAS, VICTORIA	7/31/2020	150.00	120.00	270.00
	PIERCE, AUTUM	9/11/2020	0.00	1471.50	1471.50
	COOLBAUGH, MARYANN	9/30/2020	56.00	0.00	56.00
Total	57-15		1226.00	1633.00	\$2859.00
57-24	WERNER, LORRAINE	12/6/2019	160.00	0.00	160.00

	HINES, TODD	2/29/2020	0.00	277.50	277.50
	LYONS, ALYSIA	8/10/2020	46.50	0.00	46.50
Total	57-24		206.50	277.50	\$484.00
	AMP 1 TOTAL		3219.05	6651.50	\$9870.55
	Less Cash Receipts:		CREDITS		
57-3	AZIZ, HAMZA				(684.00)
57-10	RODRIGUEZ, CANDICE				(573.00)
57-24	TURKOS, JEROME				(327.00)
57-8	WRIGHT, DAWN				(855.00)
57-25	CAMASSE, LINDA				(129.00)
57-3	MILLER, AMANDA				(790.50)
57-3	MOLYNEAUX, SHENIQUE				(685.00)
57-3	THOMPSON, REBECCA				(173.50)
57-24	DRISCOLL, WILEY				(125.00)
57-3	SMITH, RAYMOND				(250.00)
57-15	KUNISKAS, VICTORIA				(235.00)
57-10	LOVETT, VANESS				(819.05)
57-3	FLANNERY, MICHAEL				(50.00)
		TOTAL			(\$5696.05)
		TOTAL AMP1			\$4174.50
	Add Collections:	<i>(Not In Totals)</i>			
	RODRIGUEZ, CANDICE				50.00
	SMITH, RAYMOND				100.00
	MILLER, AMANDA				395.25
	MOLYNEZUX, SHENIQUE				342.50
	KUNISKAS, VICTORIA				75.00

	THOMPSON, REBECCA				86.00
	DRISCOLL, WILLEY				.75
	GRAND TOTAL	AMP 1			\$4174.50
	Amp 2				
57-1	JACOBS, KENNETH	1/10/2020	58.00	702.00	760.00
	STEPHENS, KEITH	1/7/2020	2043.85		2043.85
	REDMOND, LINDA	2/6/2020	47.00	797.50	844.50
	BUTLER, ROBERT	3/2/2020		79.00	79.00
	MALIA, ROBERT	3/31/2020		250.00	250.00
	ROSS, ELAINE	4/28/2020		96.00	96.00
	PROCTOR, MICHAEL	6/30/2020		524.00	524.00
	JOHNSON, TEENA	10/27/2020	362.00	1893.00	2255.00
	DARLINGTON, HOWARD	11/12/2020	95.00	180.00	275.00
	CHAMBERLAIN, KENNETH	12/11/2020	138.00		138.00
	HOLDEN, JENNIFER	12/4/2020		54.50	54.50
Total	57-1		2743.85	4576.00	\$7319.85
57-4	MARTISON, MARTIN	6/22/2020	385.00	36.00	421.00
	SPESS, GEORGE	10/19/2020		706.50	706.50
	FREMPER, DENISE	10/20/2020	858.00		858.00
Total	57-4		1243.00	742.50	\$1985.50
57-11	MORGANTE, ANGELO	1/23/2020		268.00	268.00
Total	57-11		0	268.00	\$268.00

57-21	MESSERSMITH, SHANNA	4/30/2020	1949.00	467.50	2416.50
	KENNEDY, ELIZABETH	12/20/2020	646.65	2008.50	2655.15
TOTAL	57-21		2595.65	2476.00	\$5071.65
57-23	WALLACE, BETH	8/4/2020	98.00	824.00	922.00
TOTAL	57-23		98.00	824.00	\$922.00
	AMP 2 TOTALS		6680.50	8886.50	\$15567.00
	Less Payments:				
	WEDO, CHRISTINE				(405.00)
	Add Collections:	<i>(Not in Totals)</i>			
	WEDO, CHRISTINE				202.50
	GRAND TOTAL	AMP 2			\$15162.00
	AMP 3				
57-2	MACDONALD, PHILIP	1/1/2020		205.00	205.00
	ECKROTE, EDWARD	2/10/2020	60.00	950.00	1010.00
	KERIS, ANTHONY	9/16/2020	291.00	19.50	310.50
Total	57-2		351.00	1174.50	\$1525.50
57-5	BALUSKI, MEGAN	7/31/2020		1886.00	1886.00
	JONES, CLIFFORD	7/31/2020		584.00	584.00
Total	57-5		0.00	2470.00	\$2470.00
57-6	LAWSON, ANTHONY	5/28/2020	973.98	0.00	973.98

TOTAL	57-6		973.98	0.00	\$973.98
57-7	MANEVAL, NICOLE	1/6/2020	684.00	595.00	1279.00
	COLWELL, SHELBY	11/6/2020	66.00	0.00	66.00
Total	57-7		750.00	595.00	\$1345.00
57-14	HINKLE, LORI	12/24/2019	735.50	95.00	830.50
	FISHER, TIFFANY	3/6/2020	3247.25	65.00	3312.25
	RICHMOND, AMANDA		0.00	83.50	83.50
	ALFORD, MADISON	9/2/2020	514.50	1173.50	1688.00
	FISHER, CANDY	9/14/2020	971.25	502.50	1473.75
	MCGLYNN, SHARON	11/30/2020	1021.00	1221.50	2242.50
Total	57-14		6489.50	3141.00	\$9630.50
57-20	HOOK, CARL	12/12/2019	557.00	46.00	603.00
	JAMES, ASHLEY	12/27/2019	455.60	538.00	993.60
	NIEVES DE JESUS, OLGA	3/19/2020	29.00	72.00	101.00
	REESE, KATHLEEN	3/2/2020	607.00	0.00	607.00
	MARTINEZ, JADE	7/23/2020	0.00	268.00	268.00
	WOLFE, HAILEY	6/4/2020	0.00	144.50	144.50
	SURA, MICHELLE	7/31/2020	2976.50	42.00	3018.50
	PARKER, TANYA	9/8/2020	0.00	1438.50	1438.50
	ALICEA, JOSE	9/16/2020	1025.00	259.50	1284.50
	WASKO, ANTHONY	7/31/2020	3368.00	811.00	4179.00
Total	57-20		9018.10	3619.50	\$12637.60

57-22	SAUERWINE, TINA	2/4/2020	252.00	7.00	259.00
	BUTLER, AMANDA	3/19/2020	697.00	971.50	1668.50
	DENMAN, SHILO	5/7/2020	2416.00	1167.00	3583.00
	ISMAIL, JESSICA	7/31/2020	5298.00	0.00	5298.00
Total	57-22		8663.00	2145.50	\$10808.50
	AMP 3 TOTALS		26245.58	13145.50	\$39391.08
	Less Payments:				
	RICHMOND, AMANDA				(250.50)
	HARDY, ADEOLA				(1505.00)
	MARTZ, SIERRA				(187.50)
	SUMPTER, LELMEL				(963.40)
	LORD, EMILY				(165.00)
	PETRARCA, ELIZABETH				(939.50)
	ANDREJKO, LISA				(330.00)
	MENDYGRAL, TERI				(85.00)
	AUFIERO, MARY				(200.00)
	MARTINEX, JANE				(268.00)
	WOLFE, HAILEY				(100.00)
	DENMAN, SHILO				(124.50)
	MOODY, MASSANC				(300.00)
	TOTAL CREDITS				(\$5418.40)
	Add Collections:	<i>(Not in Totals)</i>			
	MARTZ, SIERRA				93.75
	SUMPTER, LELMEL				481.70
	LORD, EMILY				82.50
	PETRARCA, ELIZABETH				469.75
	MOODY, MASSANC				150.00

	ANDREJKO, LISA				165.00
	MENDYGRAL, TERI				42.50
	GRAND TOTAL	AMP 3			\$33972.68
	<i>TOTAL ALL AMPS</i>				\$53,309.18

NON-PUBLIC PROPERTIES

Rental Address	Name	Move-Out Date	Rent	Maintenance	Total
536 Lafayette Crt	ALCANTARA, PRISCILA				970.00
241 Kelly St	KNOPICK, MEGAN				3598.55
534 Lafayette Crt	ORTIZ, ANGELIQUE				3984.25
98 Stark St	VITAL, STEPHANIE				3242.65
	Totals		.00	0.00	\$11795.45
	Less Payments:				
<i>(Not in Totals)</i>	Add Collections:				
GRAND TOTAL	NPH				\$11,795.45

RENTAL PROPERTIES

Rental Address	Name	Move-Out Date	Rent	Maintenance	Total
43 Plymouth St	BRIGGS, RENA				1515.00
46 Coal St	CHILDERS, KATHY				1459.20
23 Railroad St	YAKABOUICZ, DIANE				6461.00
	Totals		0.00	0.00	\$9435.20
	Less Payments:				
<i>(Not in Totals)</i>	Add Collections:				
GRAND TOTAL	RENTALS				\$9,435.20

The Board approved the write-off of bad debts as presented in the amount of \$53,309.18 for Public Housing, \$11,795.45 for NPH and \$9,435.20 for Rental Properties by motion of Mrs. Chernavage and seconded by Mr. Yendrzejewski. All "AYES". **Resolution No. 2021-02-03.**

BILLS AND PAYROLL: The bills and payroll for period January 1, 2021 to January 31, 2021 have been mailed to the Board for review. Mr. Yendrzejewski motioned to approve the bills and payroll as submitted (see attached list) and to authorize that the proper officers sign proper vouchers. Mr. Wanyo seconded the motion. All "AYES". **Resolution No. 2021-02-04**

There being no further business to discuss, the meeting was adjourned by Chairperson Yarmel at 12:21 p.m.

Secretary – Housing Authority of the
County of Luzerne