

The Regular Meeting of the Housing Authority of the County of Luzerne was held on Tuesday, April 13, 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.

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

ABSENT: Leonard Brenner, Member  
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 February 9, 2021, were approved by motion of Mrs. Chernavage and seconded by Mr. Yendrzeiwski. All "AYES". **Resolution No. 2021-04-01.**

Mr. Molitoris reported on the following:

**DEVELOPMENT:** The first floor has been completed for Dupont Housing for the Elderly Development and framing the second floor should begin this week. So far, the project seems to be on schedule.

**MODERNIZATION:** The installation of security cameras at Kingston Manor has been completed. Capital Fund Program for year 2021 has been submitted to HUD, waiting on approval. Multiscape is currently working on the punch list to complete window installation at Dundee Apartments, 57-7. Currently working on resolving an issue of sewage pipes that have busted at Dundee Apartments 57-7. The cost of repairs will not be covered under our insurance policy. Currently working with Insurance Agent to add a Ryder to Insurance Policy to include this cost for all our properties in the future.

Mr. Stoodley updated board members on how the pandemic created some challenges with the Public Housing Department. These issues include switching over to electronic applications, inability to get new move-ins which caused a lower occupancy rate, problems with the US Postal Service and collection of rents. A strategy plan will be developed to handle the influx of work that will occur when more people are vaccinated, the mail service becomes more reliable and the eviction moratorium has been lifted.

**AWARD BID FOR FIRE ALARM REPLACEMENT AT SHICKSHINNY APARTMENTS:** The Housing Authority recently advertised for bids to replace fire alarm at Shickshinny Apartments, 57-5. The following bids were received;

<u>Name of Bidders</u>	<u>Amount of Bid</u>
M & B Electric	\$31,700.00
Richard Mellow Corp.	\$39,740.00

Mr. Molitoris stated our Engineer reviewed both bids and recommended the lowest bidder, M & B Electric from Tunkhannock, PA. Based on this recommendation, the Board awarded the contract for Fire

Alarm replacement at Shickshinny Apartments, 57-5 to the lowest bidder, M & B Electric, for \$31,700.00 by motion of Mr. Yendrzeiwski and seconded by Mrs. Chernavage. All "AYES". **Resolution No. 2021-04-02.**

**AWARD BID FOR ROOF REPLACEMENT AT GLEN LYON SCATTERED SITES, 57-19:** The Housing Authority recently advertised for bids for roof replacement at Glen Lyon scattered sites, 57-19, (224-226 East Main St, 151-153 East Main St, 149-151 Newport St and 96-98 Newport St). The following bids were received;

<u>Name of Bidders</u>	<u>Amount of Bid</u>
H & P Construction	\$67,900.00
Multiscape	\$84,970.00
Detweiler Roofing	\$156,000.00
Champion Builders	\$196,620.00

Mr. Molitoris stated our Engineer reviewed all bids and recommended the lowest bidder, H & P Construction from Kulpmont, PA. Based on this recommendation, the Board awarded the contract for Roof Replacement at Glen Lyon Scattered Sites, 57-19 to the lowest bidder, H & P Construction, for \$67,900.00 by motion of Mrs. Chernavage and seconded by Mr. Wanyo. All "AYES". **Resolution No. 2021-04-03**

**REQUEST FOR PROPOSAL FOR ELEVATOR DOOR OPERATOR REPLACEMENT AT SHICKSHINNY APARTMENTS 57-5:** The Housing Authority recently requested proposals to replace elevator door operator at Shickshinny Apartments, 57-5. Three companies were contacted however two companies declined to bid. The following proposal was received;

<u>Name of Company</u>	<u>Amount of Bid</u>
Otis Elevator Company	\$12,800.00

Mr. Molitoris stated our Engineer reviewed the proposal and recommended Otis Elevator Company for \$12,800. Based on this recommendation, the Board awarded the contract for Elevator Door Operator at Shickshinny Apartments, 57-5 to Otis Elevator for \$12,800 by motion of Mr. Yendrzeiwski and seconded by Mr. Wanyo. All "AYES". **Resolution No. 2021-04-04**

**BILLS AND PAYROLL:** The bills and payroll for period February 1, 2021 to March 31, 2021 have been reviewed by the Board. Mrs. Chernavage 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. 2021-04-05**

There being no further business to discuss, the meeting was adjourned by Chairperson Yarmel at 12:42 p.m.

Secretary – Housing Authority of the  
County of Luzerne