

The Regular Meeting of the Housing Authority of the County of Luzerne was held on Tuesday, September 8, 2020, 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, via conference call
Barry Yohey, Comptroller
Robert Wanyo, Chairperson
Rose Yarmel, Vice Chairperson, via conference call
Kathleen Chernavage, Member, via conference call
Atty. Bruce Anders, Solicitor, via conference call
Ryan Williams, Director of Security
Patrick Stoodley, Director Housing Management

ABSENT: Leonard Brenner, Secretary/Treasurer
Alan Yendrzejewski, Member

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

APPROVAL OF MINUTES: Minutes of the regular meeting held August 11, 2020, were approved by motion of Ms. Yarmel and seconded by Mrs. Chernavage. All "AYES". **Resolution No. 2020-09-01.**

Mr. Yohey reported on the following:

DEVELOPMENT: The Dupont Housing for the Elderly Development is on-going. The anticipated closing date is on or about October 1, 2020.

RESOLUTION FOR DUPONT PROJECT: There is a change in the investment amount and Attorney Anders needs the board to approve the investment change. The original investment amount was \$7,684,186 +/- . The new amount is \$7,564,929 +/- . Additionally, the Resolution ratified, confirmed, adopted and approved any and all actions taken by the Executive Director or Second Assistant/Treasurer in connection with the matters authorized by the Resolution. On the motion of Mrs. Chernavage and seconded by Ms. Yarmel, **Resolution No. 2020-09-02** was adopted by unanimous vote.

AWARD BID FOR EXTERIOR APARTMENT ENTRY DOOR & STORM DOOR REPLACEMENT AT EXETER GARDENS #57-3 & EXETER GARDEN #57-10: The Housing Authority recently advertised for bids for the exterior apartment entry doors and storm door replacements at both Exeter Apartment Projects. The following bids were received;

<u>Name of Bidder</u>	<u>Amount of Bid</u>
SPOTTS BROTHERS	\$412,000
MAR PAUL CONSTRUCTION	\$424,000
H & P CONSTRUCTION	\$433,580
REDSTONE	\$451,000
BOGNET	\$737,000

Mr. Yohey stated PennEastern Architects, LLC reviewed all bids and recommended the lowest bidder, Spotts Brothers, Inc. from Schuylkill Haven, PA, contingent upon review of Attorney Anders. Based on this recommendation, the Board awarded the contract for the exterior apartment entry doors and storm door replacements at both Exeter Apartment Projects, PA57-3 and PA57-10 to the lowest bidder, Spotts Brothers, Inc for \$412,000.00 by motion of Mrs. Chernavage and seconded by Ms. Yarmel. All "AYES". **Resolution No. 2020-09-03.**

AWARD BID FOR SELECTIVE CONCRETE SIDEWALK & BITUMINOUS REPAIR PROJECT AT EXETER GARDENS #57-3 and EXETER GARDENS #57-10: The Housing Authority recently advertised for bids for selective concrete sidewalk & bituminous repair project at both Exeter Apartment Projects. The following bids were received;

<u>Name of Bidder</u>	<u>Amount of Bid</u>
MAR PAUL CONSTRUCTION	\$139,000.00
BOGNET	\$140,337.00
PETRUCCI & SONS	\$154,000.00
H & P CONSTRUCTION	\$166,725.00
SPOTTS BROTHERS	\$211,875.00
JAMES T OHARA	\$285,000.00
STAFURSKY PAVING COMPANY	\$287,968.65

Mr. Yohey stated PennEastern Architects, LLC reviewed all bids and recommended the lowest bidder, MAR PAUL Construction Company from Jessup, PA, contingent upon review of Attorney Anders. Based on this recommendation, the Board awarded the contract for selective concrete sidewalk & bituminous repair project at Exeter Gardens #57-3 & Exeter Gardens #57-10 to the lowest bidder, MAR PAUL Construction Company for \$139,000.00 by motion of Ms. Yarmel and seconded by Mrs. Chernavage. All "AYES". **Resolution No. 2020-09-04.**

AWARD BID FOR ROOF CONSTRUCTION AT PLAINS FAMILY APARTMENTS #57-21: The Housing Authority recently advertised for bids for roof construction at Plains Family. The following bids were received;

<u>CONTRACTOR</u>	<u>BASE BID</u>	<u>ADD - ON</u>
H & P CONSTRUCTION	\$150,788	\$13,768
SPOTTS BROTHERS	\$172,900	\$17,000
MULTISCAPE	\$223,440	\$15,625
C & D WATERPROOFING	\$224,000	\$28,000
DEMECK	\$243,000	\$22,000

Mr. Yohey stated A + E Group reviewed all bids and recommended the lowest bidder, H & P Construction from Kulpmont, PA, contingent upon review of Attorney Anders. Based on this recommendation, the Board awarded the contract for roof construction at Plains Family Apartments #57-21 to the lowest bidder, H & P Construction for the base bid of \$150,788 and add-on \$13,768 by motion of Mrs. Chernavage and seconded by Ms. Yarmel. All "AYES". **Resolution No. 2020-09-05.**

AWARD BID FOR ROOF CONSTRUCTION AT PLYMOUTH FAMILY APARTMENTS #57-22: The Housing Authority recently advertised for bids for roof construction at Plymouth Family. The following bids were received;

<u>CONTRACTOR</u>	<u>BASE BID</u>	<u>ADD – ON</u>
H & P CONSTRUCTION	\$137,000	\$13,198
SPOTTS BROTHERS	\$162,460	\$17,000
C & D WATERPROOFING	\$210,000	\$28,720
MULTISCAPE	\$224,245	\$17,455
DEMECK	\$248,400	24,000

Mr. Yohey stated A + E Group reviewed all bids and recommended the lowest bidder, H & P Construction from Kulpmont, PA, contingent upon the review of Attorney Anders. Based on this recommendation, the Board awarded the contract for roof construction at Plymouth Family Apartments #57-22 to the lowest bidder, H & P Construction for the base bid of \$137,000.00 and add-on \$13,198.00 by motion of Ms. Yarmel and seconded by Mrs. Chernavage. All "AYES". **Resolution No. 2020-09-06**

SALE OF PROPERTIES: Mr. Yohey requested the Board's approval to sell three properties that will need extensive repairs in the near future. The tenants will be allowed to live in the units as long as their lease is valid. The three properties are;

- 44 – 46 Coal Street, Plymouth
- 84 – 86 W Enterprise Street, Glen Lyon
- 198 – 200 First Street, Plains

The Board Authorized the Housing Authority to sell all three properties; 44-46 Coal St, Plymouth, 84-86 W Enterprise St, Glen Lyon and 198-200 First St, Plains by motion of Mrs. Chernavage, seconded by Ms. Yarmel. "All AYES. **Resolution No. 2020-09-07**

OTHER BUSINESS: Ryan Williams will have the Annual Plan available for the public starting September 14, 2020. A Public Hearing will be held on Wednesday, September 23, 2020 at 12 noon here in the Administrative Office. The information was advertised in the Citizens' Voice on Friday, September 4, 2020.

Mr. Yohey explained the money received for Covid-19 has been used for computer equipment, upgrade software, secure files in a locked room and to purchase protective gear (masks, gloves, etc). Possibly upgrade a vehicle for Section 8 to use for inspections.

Mr. Stoodley explained the office is only accepting online applications from future tenants applying for public housing. There are some issues but staff is working through the issues and it will all work out for the better. There are concerns with tenants that are not paying their rent and how is the best way to handle this issue. Mr. Stoodley has been working with tenants with past due balances, some successfully but there are some that are not responding. In Pennsylvania there is a moratorium in place that landlords can not evict tenants for past due balances until the end of the year. Attorney Anders has been researching CDC guidelines and will be on a conference call this afternoon with HDLI to receive more information on how other landlords will be handling this issue. Hopefully in the meantime, HUD will come out with guidelines to follow.

Mr. Yohey has expressed concerns over the cost of health insurance. Effective October 1, 2020 Geisinger has increased the monthly premiums by over 44%. Tara Smith, consultant reached out to UPMC, Geisinger and Highmark and was able to decrease the amount from Geisinger to 24.17%. Mr. Yohey and Mr. Molitoris will be discussing how to handle this increase and just wanted to make the board aware of this increase in medical cost.

BILLS AND PAYROLL: The bills and payroll for period August 1 to August 31, 2020 have been mailed to the Board for review. Mrs. Chernavage motioned to approve the bills and payroll as submitted (see attached list) and to authorize that the proper officers sign proper vouchers. Ms. Yarmel seconded the motion. All "AYES". **Resolution No. 2020-09-08**

There being no further business to discuss, the meeting was adjourned by Chairperson Wanyo at 12:44 p.m.

Secretary – Housing Authority of the
County of Luzerne