

**AGENDA  
REGULAR MEETING  
HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN  
May 10, 2022**

1. Roll Call
2. Minutes of meeting, April 12, 2022
3. Bills and Communications
  - a. Bills for approval
  - b. Communications, last page of the agenda
4. Report of Officers
  - a. Chairman's Report
  - b. Treasurer's Report
  - c. Other Officers
  - d. Management Report
  - e. Executive Director's Report
  - f. Attorney's Report

5. Unfinished Business

6. New Business

- a. Authorization to pay the following firms for services rendered:

<b>Firm</b>	<b>Amount</b>	<b>Services Rendered/Project</b>
Law Office of Thomas P. Gacki (Inv # 423)	\$ 1,025.00	Legal Services
Eckert Seamans Cherin & Mellott, LLC (Inv#1682777)	\$ 7,588.62	Public Housing
Kenneth Connor Landscaping	\$ 735.00	Northern Grass Cutting
	\$ 2,250.00	Northern Grass Cutting
Clarks Lawn & Landscaping	\$ 1,710.00	Southern Grass Cutting

- b. Request approval to enter into an agreement with Bureau Veritas-National Elevator Inspection Services, Inc. to provide engineering and consulting services for the Elevator Modernization at Griffith House. (H-22-04) Total: \$13,600.00
- c. Request to pay State Line Concrete for the work done at Steelton Family, Lang Manor and Cole Crest Total: \$7,500.00
- d. Request approval for eciConstruction change order #12 to cover the cost of the Receptionist Pass through window with deal tray Total: \$ 463.00  
Total cost of window with transaction top \$8,308.00 installed. Funds to come from owner's allowance #1 with no contract price change.
- e. Request to pay Tanner Furniture for the reception desk that was missed on the initial furniture order Total: \$2,391.04 (Central Office)
- f. Request approval for an emergency repair of the AC Unit at 27 Kennedy Lane by Anderson Mechanical Total: \$4,975.00
- g. Request approval to award Energy Audit Contract H-22-03
- h. Request approval of the Operating & Section 8 Budgets for FYE 2023
- i. Request approval to pay Travelers for Crime policy for the Period of 5/13/22-5/13/2023 Total: \$ 930.00
- j. Request to pay Hammel Associates Architects in accordance with their contract for services for the office renovations Total: \$4,175.60 (Cap Fund 2020)
- k. Request to pay A&E Services, Chris Dawson Architect for Highspire, Rattling Creek Roof Replacement Total: \$ 3,062.50 (H-22-05)
- l. Request for approval to enter into new gas utility agreement
- m. Request approval for the A&E services for the replacement of the Essex House Fire Pump
- n. Request made by Grass Cutting Contractor in the Southern Region to increase

pricing per cut for 5 properties. He explained he had \$900.00 in payroll and only had \$25 to cover expenses, and was losing money. Original price was \$925.00 for all 5 properties and would like to increase it to \$1,200.00. The previous contract was for \$1,075.00, from the last amendment to the contract.

- o. Request to pay Datum for the Alteration and installation of our rolling file systems in the office Total: \$ 3,195.30
- p. Request approval of A&E Proposal for Rattling Creek Roof Replacement from Chris Dawson Associates Total: \$ 10,000.00

7. Personnel Report

- (1) Akilah Ingram, HCV Case Manager FT 6 month review
- (2) Angela Wise, Housing Specialist PT 6 month review
- (3) Warren Stoner, Maintenance Mechanic 6/4/90
- (4) Darryl Taylor, Inspector, 5/19/2003
- (5) Jaime Underkoffler, Manager 5/18/2020

8. Public Comment

9. Resolution Ratifying all Commitments, Acts and Deeds of the Housing Authority Of the County of Dauphin

10. Adjournment

**Communications**