

**AGENDA**  
**REGULAR MEETING**  
**HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN**  
**August 9, 2022**

1. Roll Call
2. Minutes of meeting, July 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 G. Gacki	\$ 900.00	General legal services (Inv # 481 )
Eckert Seamans Cherin & Mellott, LLC (Inv#1697499)	\$ 8,820.82	Public Housing
Eckert Seamans Cherin & Mellott LLC (Inv#1697500)	\$ 2,255.25	Section 8
Eckert Seamans Cherin & Mellott LLC (Inv# 1697501)	\$ 275.00	General Employment Advise

Kenneth Connor Landscaping	\$ 3,480.00	Northern Grass Cutting
Clarks Lawn & Landscaping	\$ 5,650.00	Southern Grass Cutting

- b. Request to pay Tillett for the back flow preventer rebuild at Essex House  
Total: 3,382.55
- c. Request to pay Anderson Mechanical for the AC replacement at 11 Kennedy Lane  
Cole Crest Total: \$ 4,935.00
- d. Request to pay M&L for completion of the 2022 Capital Fund ERR  
Total: \$ 675.00
- e. Request to pay Bureau Veritas for the Elevator Modernization at the Griffith  
House Total: \$ 4,800.00 Capital Fund 21
- f. Request to pay Anderson Mechanical for the AC replacement at Cole Crest  
Total: \$ 4,975.00
- g. Request to pay Anderson Mechanical for the AC Repairs made a Hoy Towers  
Community Room Total: \$ 1,214.84
- h. Request to pay Anderson Mechanical for the replacement of the Compressor that  
went bad at Hoy Towers. (Parts were covered under warranty) Total: \$ 4,468.57
- i. Request to enter into an Agreement with HIG to install additional Security  
Cameras at Cole Crest Total: \$ 23,099.33 also at Nelly Court Total: \$ 18,264.31.  
It has been discovered that we do not have all the coverage needed, or previously  
anticipated Total Cost for both \$ 41,363.64
- j. Request to approve Condivx ( A division of Phillips) flooring to remove the  
current flooring and cove base in the hallways and common areas of Latsha and  
Hoy and replace with the LVP flooring and cove base already purchased Quote  
for Labor only Hoy: \$24,745.80 Latsha \$ 32,170.10
- k. Request approval to replace the through wall AC unit at the Cole Crest Admin  
Building by Anderson Mechanical Total: \$ 2,075.00
- l. Request approval to pay Anderson Mechanical for the through the wall AC unit at

the Cole Crest Admin Building Total: \$ 2,075.00

- m. Request to pay Bureau Veritas for Engineering Elevator Consulting for the Griffith House Total: \$ 1,000.00 (Capital Fund 21)
- n. Request to pay HIG for invoices received for May and June for work completed at multiple sites May \$ 1,703.75 June \$ 652.50 Total: 2,356.25 (Capital Fund 21)
- o. Request approval to pay HIG for the SonicWall Network Security Total: \$ 3,942.75. (Capital Fund 21)
- p. Request approval to pay NFC, Inc for on-site work completed on contract H-22-03 Energy Audit Total: \$ 6,560.00
- q. Addendum to maintenance contract 22-6-24 for landscaping in from of Latsha. The contractor needs to add landscape timbers to the edging in multiple spots around the perimeter of the landscape beds to keep the mulch from eroding. Total additional cost is \$ 3,953.00. This will bring the total to \$ 20,984.00 for the entire project.
- r. Request approval to pay Anderson Mechanical for the Emergency Boiler Repair at Essex house Total: 1,617.14
- s. Request approval to pay Chris Dawson – A&E for the Highspire Roof Replacement Total: \$ 1,750.00 (H-22-05) Capital Fund 21
- t. Request approval to pay Chris Dawson – A&E for the Rattling Creek Roof Replacement Total: \$625.00 (H-22-05) (Capital Fund 2022)
- u. Request approval to pay eciConstruction (General Construction) for the office renovations. This is for the Retainage. Total: \$ 36,466.74 (H-21-04) (Capital Fund 21)
- v. Request approval to pay eciConstruction (General Construction) for the office renovations. Final Bill Total: \$ 8,571.41 (H-21-04) (Capital Fund 21).
- w. Request approval to award Griffith House Elevator Modernization. (H-22-04). (Capital Fund 21 & 22)

- x. Request approval to pay Anderson Mechanic for troubleshoot and repair of rooftop AC at Hoy Towers: \$1,708.60
  
- 7. Personnel Report
  - (1) Dean Donnelly, Maintenance Mechanic III, 8/17/87
  - (2) Vincent Martin, Maintenance Aide, 8/21/2019
  - (3) David Houser, Purchasing Agent, 9/6/1988
  - (4) Elena Mountsier, Assistant Manager, 8/23/2021 (PT 11/30/20)
  - (5) Faye Gannaway, HCV Supervisor, 9/11/2000
  - (6) Margarita Santiago-Harris, Receptionist, 8/16/2021
  
- 8. Public Comment
  
- 9. Resolution Ratifying all Commitments, Acts and Deeds of the Housing Authority Of the County of Dauphin
  
- 10. Adjournment

**Communications**

**NEXT MEETING: September 13, 2022**