

**AGENDA for the  
REGULAR MEETING of the  
HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN  
August 1, 2023**

1. Roll Call
2. Minutes of meeting, July 5, 2023
3. Bills and Communications
  - a. Bills for approval
  - b. Communications, last page of the agenda
4. Report of Officers
  - a. Chairman's Report
  - b. Other Officers
  - c. Treasurer's Report
  - 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>
Eckert Seamans Cherin & Mellott, LLC	\$ 1,965.02	Legal Services (Inv # 1755100)
Eckert Seamans Cherin & Mellott, LLC	\$ 7,785.00	General Employment (Inv # 1755099)
Eckert Seamans Cherin & Mellott, LLC	\$ 11,780.16	Public Housing (Inv # 1755098)
Law offices of Thomas P. Gacki	\$ 775.00	Legal Services (Inv# 657)

BDO	\$ 4,890.00	Accounting and Consulting
HR Resolutions	\$ 2,000	HR
Clark's Landscaping	\$	Lawn Care – Southern
Kenneth Connor	\$	Lawn Care – Northern
Virginia Finn	\$	Accounting Services

- b. Request to pay Chris Dawson Architect for the Highspire Elevator Modernization, A&E, Total \$ 7,321.50
- c. Request to pay Anderson Mechanical to trouble shoot and repair 2 wall units in the Dining room at Bistline House. Total: \$ 1,483.46
- d. Request approval to replace the AC Unit at 8 Kennedy Lane by Anderson Mechanical. Unit is 20 years old Total cost \$ 4,975.00.
- e. Request to pay Triangle Fire Protection to trouble shoot and repair fire pump controller at Essex House Total: \$ 2,180.00
- f. Request to pay Triangle Fire Protection to trouble shot and repair fire pump controller at Bistline House Total: \$ 1,980.00
- g. Request to pay 1-800 Water Damage for Harrisburg, PA for the Emergency cleanup of BIO-HAZARD Waste at Highspire Apartments Total: \$ 1,959.04
- h. Request to pay Hammel Associate, A&E services for the Retaining wall at the Bistline House Total: \$ 4,494.93
- i. Request to pay Anderson Mechanical for the Replacement of the AC unit at 8 Kennedy Lane Total: \$ 4,975.00
- j. Request to pay Ryan's Roofing to the roof replacement at Minnich Terrace. Total: \$ 69,198.00
- k. Request to pay Anderson Mechanical the repair to the HVAC unit at Rattling

Creek Total: \$ 1,221.66

- l. Request to pay Drain Wizzard for an emergency repair of a sewer line at Genesis Court. Total: \$ 3,200.00
  - m. Request to pay Triangle Fire Protection for the removal of the sprinkler heads and then reinstall for construction at Genesis Court Total: \$ 5,460.00 (this is covered by the fire insurance claim)
  - n. Request to pay AD&C for the rebuilding of Unit 4 at Genesis Court from the Fire. Total: \$ 44,256.00
  - o. Request to pay Woodwies to remove damaged trees from Rattling Creek Total: \$ 5,955.00
  - p. Request approval to award H-23-01 Bistline Retaining Wall to Lauer Construction in the amount of \$28,690, pending Architecture reviews.
7. Personnel Report
- (1) Tyrone Poole, Maintenance Forman, 04/10/2017
  - (2) Dan Phillips, Facilities & Maintenance Supervisor, 10/30/2017
  - (3) Faith Brooks, HCV Supervisor, 02/06/2023 (6-month probation)
  - (4) Dean Donnelly, Maintenance Mechanic, 8/17/87
  - (5) Gavin Frisch, Maintenance Aide, 2/27/2023, (6-month probation)
8. Public Comment
9. Resolution Ratifying all Commitments, Acts and Deeds of the Housing Authority Of the County of Dauphin
10. Adjournment

Communications

Upcoming Events

Back To School Picnics: August 3, 4, 7, 8

Staff: Healthy Lifestyle Campaign – entire month of August with weekly events

**NEXT MEETING: September 5, 2023**