

**AGENDA
REGULAR MEETING
HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN
November 8, 2022**

1. Roll Call
2. Minutes of meeting, October 11, 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:

Firm	Amount	Services Rendered/Project
Law Office of Thomas G. Gacki	\$ 475.00	General legal services (Inv # 526)
Eckert Seamans Cherin Cherin & Mellott, LLC	\$1,529.74	Public Housing (Inv # 1712207)
Kenneth Connor	\$ 4,350.00	Northern Grass Cutting

- b. Request approval to pay membership to PHADA Total: \$ 2,760.00
- c. Request to pay Karndrean Design flooring for the flooring at Genesis Court for the units involved in the fire. Total: \$ 12,384.24 (Paid 10/12/22)

- d. Request to pay 1-800-Water Damage of Harrisburg, PA for the fire damage at Genesis court. Total: \$ 86,187.99 (Paid with insurance money on October 19, 2022)
- e. Request to pay Triangle Fire Protection, Inc for the fire damage at Genesis Court Total: \$ 4,140.00 (Paid with insurance money on October 19, 2022)
- f. Request to pay Docu-Sign for our annual fee Total: \$ 6,742.94
- g. Request approval to replace a broken Tub/Shower unit at 905 Cumbler st as an emergency repair. Work done to be done by Lauer Construction Total: \$ 7,938.00
- h. Request to pay for Lauer Construction for the broken tub at 905 Cumbler st Total: \$ 7,938.00
- i. Request approval to replace the Tub/Shower unit at 710 Bistline House with a shower unit. This is a reasonable accommodation request as an emergency. Work to be done by Lauer Construction Total: \$ 7,249.00
- j. Request to pay Lauer Construction to remove the tub/shower and install a new walk in shower at 710 Bistline House Total: 7,249.00
- k. Request to pay Triangle Fire Protection for NFPA-25, 5 Year internal Pipe and sprinkler head certifications for Highspire Apartments and Bistline. Total: \$ 7,870.00 (Highspire \$ 2,980.00 & Bistline \$4,890.00)
- l. Request for approval the professional services contract with Virginia Finn to provide as needed accounting assistance to staff. The Effective date of contract will be January 1, 2023.
- m. Request approval to contract with BDO finance to provide CFO services including monthly review and end of year reporting. Contract is on an hourly rate, not to exceed \$70,000.
- n. Request approval to repair the Community Room, roof leak at Hoy Towers By Ryan's Roofing Total: \$ 2,790.00
- o. Request to apy Millers Capital Insuance for Mulit-Peril Insurance for the period 12/1/2022 – 12/1/2023 Total: \$146,936.00

7. Personnel Report
 - (1) Barbara Shank, Management Aide, 11/26/2007
 - (2) Thelma Washington, Management Aide, 11/10/2020
 - (3) Kristen Runion, Management Aide, 11/12/2002
 - (4) Jen Coy, Fiscal Technician, 11/15/2004
 - (5) Darren Jones, Maintenance Mechanic, 5/16/2022 (6 month review)
8. Public Comment
9. Resolution Ratifying all Commitments, Acts and Deeds of the Housing Authority Of the County of Dauphin
10. Adjournment

Communications

Email from Highmark – Back to school event

NEXT MEETING: December 13, 2022