

**AGENDA
REGULAR MEETING
HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN
July 12, 2022**

1. Roll Call
2. Minutes of meeting, June 7, 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
Eckert Seamans Cherin & Mellott, LLC (Inv#1692488)	\$ 5,396.44	Public Housing
Eckert Seamans Cherin & Mellott, LLC (Inv #1692487)	\$ 247.50	General Employments Advice
Eckert Seamans Cherin & Mellott LLC (Inv#1692489)	\$ 1,183.56	Section 8
Kenneth Connor Landscaping	\$ 2,940.00	Northern Grass Cutting
Clarks Lawn & Landscaping	\$ 4,520.00	Southern Grass Cutting

- b. Request to pay Garden Spot Mechanical for the plumbing of the office renovations Total: \$12,238.30 (Final Bill) (CAP Fund 2021)
- c. Request to pay Garden Spot Mechanical for the mechanical part of the office renovations Total: \$ 11,017.63 (Final Bill) (CAP Fund 2021)
- d. Request to pay Spotts Brother for the electrical part of the office renovations Total: \$ 6,805.61 (Final Bill) (CAP Fund 2021)
- e. Request to pay Anderson Mechanical for the Bistline Backflow preventer, they had to rebuild the device. Total: \$ 1,914.93
- f. Request to pay Bureau Veritas for the Griffith Elevator Modernization (Engineering/Consulting) Total: \$1,200.00 H-22-04 (CAP Fund 2021)
- g. Request approval of Emergency Replacement of the AC equipment at 940 Wood Street by Anderson Mechanical Total: \$ 4,975.00
- h. Request approval of Emergency Replacement of the AC equipment at 157 Watson Street by Anderson Mechanical Total: \$ 4,975.00
- i. Request to approval to pay Triangle Fire Protection for the repair of the sprinkler system and air compressor at Genesis Court Total: \$ 5,210.00
- j. Request approval to pay Zelenkofski Axelrod LLC for review Total: \$ 5,355.00
- k. Request to pay AD&C for restoration of Laurel Hill Units 2 & 7 Total: \$ 18,591.00
- l. Request for approval to pay M&L for services associated with the 2022 Capital Fund Environmental Review Total: \$ 675.00 (CAP Fund 2022)
- m. Request to approve the purchase of a 3 year license for the Sonicwall 7 Day reporting (cloud back up system) from HIG Total: \$ 3,951.64 (CAP Fund 2021)
- p. Request to pay Anderson Mechanical for the Replacement of the AC equipment at 940 Wood Street Total: \$ 4,975.00

- q. Request to pay Anderson Mechanical for the Replacement of the AC equipment at 157 Watson Street Total: \$ 4,975.00
- r. Request approval for an Amendatory Agreement change with Keith Connor for our Northern Grass Cutting contract. Requesting Laurel Hill \$170 to \$200, Grubb Terrace \$55 to \$70, Rattling Creek \$170 to \$200, Minnich Terrace \$170 to \$200 and Gratz \$170 to \$200. Total increase \$ 135.00, the increase is being requested due to the large increase in fuel prices recently.
- s. Request approval to pay Maria Cimino, Schiff Group for work completed for our Annual Agency Plan and Policy/occupancy issues from Jan 1, 2022 – June 9, 2022 Total: \$ 2,800.00
- t. Request to pay Kleppers for the Removal of the old access control system and, install a new one. This was Part of the office renovations Total: \$ 17,220.00 (CAP Fund 2021)
- u. Request to pay Kleppers for the install of additional access controls which was part of the office renovations Total: \$ 1,761.00 (CAP Fund 2021)
- v. Request resolution approving updated Family Self- Sufficiency (FSS) Program Action Plan which incorporates by reference the new regulations, and also includes updated policies, per the Final Rule implementing the Re-authorization of the FSS program that was passed as part of the Economic Growth Act in 2018 signed by HUD secretary and published in the Federal Register on May 17,2022 and the submission of same to the U.S. Department of Housing and Urban Development.
- w. Request of pay Chris Dawson Architect for A&E - Rattling Creek Roof Replacement Total: \$ 1,062.50 (CAP Fund 2021)
- x. Request to pay Chris Dawson Architect for A&E - Highspire Roof Replacement Total: \$ 2,362.50 (CAP Fund 2021)
- y. Request Approval for AC replacement at 11 Kennedy Lane by Anderson Mechanical Total: \$4,975.00
- z. Request approval for AC replacement at 907 Cumbler Street by Anderson Mechanical Total: \$ 4,975.00

- aa. 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.
 - bb. Request to Award Bid for the roof replacement at Highspire Apartments and Rattling Creek for a cost of \$397,750.00 to J.M. Young and Son's Inc.
 - cc. Request approval to extend contract for Clean Machine for office cleaning to Feb 13, 2023 for weekly office cleaning for \$500.00 per week.
 - dd. Request to approve new contract for gas service
- 7. Personnel Report
 - (1) Rosalyn Irizarry, Social Services Coordinator, 7/26/2021
 - (2) Ronald Higley, PT Housekeeper 2/7/2022 (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

June 6, 2022 – PHRC Complaint Notice

NEXT MEETING: August 9, 2022