

AGENDA
REGULAR MEETING
HOUSING AUTHORITY OF THE COUNTY OF DAUPHIN
September 13, 2022

1. Roll Call
2. Minutes of meeting, August 9, 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	\$ 450.00	General legal services (Inv #499)
Eckert Seamans Cherin & Mellott, LLC (Inv# 1702873)	\$ 3,235.69	Public Housing
Eckert Seamans Cherin & Mellott LLC (Inv# 1702875)	\$ 825.00	General
Eckert Seamans Cherin & Mellott LLC (Inv# 1702874)	\$ 302.50	General Employment Advise

Kenneth Connor Landscaping \$ 4,350.00 Northern Grass Cutting

Clarks Lawn & Landscaping \$ 4,520.00 Southern Grass Cutting

- b. Request to pay Triangle Fire Protection for sprinkler inspections that were conducted in July. Essex - \$350.00, Genesis - \$350.00, Gratz - \$360.00, Griffith - \$340.00, Hoy - \$380.00, Latsha - \$380.00, Rattling Creek - \$340.00, Highspire - \$340.00 Total: \$2,840.00
- c. Request approval to pay NFC, Inc for the completion of the Energy Audit in the amount of \$9,800.00 (CAP Fund 2021)
- d. Request to pay Bureau Veritas, Engineer Consulting for the Griffith House Elevator Modernization Total: \$2,100.00
- e. Request to pay Philadelphia Insurance C. for flood insurance at 900 Cumbler, 902. 904, 906 & 908 Nelley Court Total: \$4,075.00
- f. Request approval to replace the AC system at 140 Watson St. This particular system is bad because of the abuse it has taken from tenants, not from lack of maintenance. The outside unit has been smashed down and hit from the side therefore it cannot be repaired.
- g. Request approval to replace the AC unit at 920 Nelley Court. This particular system is bad because of the kids using it to get on and off the roofs, not from lack of maintenance. The outside unit has been smashed down and cannot be repaired.
- h. Request to pay Miller's Mutual for Commercial Insurance for the Period 9/12/22-9/12/23 Total: \$ 2,048.00 (Paid on August 21, 2022)
- i. Request to rescinding approval for Condivx to install the flooring in the common areas of Hoy and Latsha. There were personnel changes within the company and we are no longer doing business with the company due to the issues that arose. No contracts were send or signed to have the work completed by Condivx.
- j. Request approval for Touch of Color Flooring to do the removal of the carpet and cove base install the LVP Flooring and new cove base at Hoy, Bistline and Latsha. Total: Hoy - \$ 25,330.12, Bistline - \$ 23,160.32 Latsha - \$28,663.81

- k. Request to pay Anderson Mechanical for the Replacement blower motor of the through wall heat/ac unit at Essex. Total: \$ 1,032.41
 - l. Request to pay Spayds Industrial for the rebuild of 2 compactors (2 yard cans) Rebuild will include puck up, repair and delivery back to Rattling Creek and Highspire Apts. Costs of new cans are in excess of \$ 5,000 each.
 - j. Request to purchase and install security cameras at Lang Manor
Total: \$ 91,605.74
 - k. Request approval for DocuSign Annual Contract Total: \$ 6,742.94 (CAP Fund 2021, Management Improvements)
7. Personnel Report
- (1) Alphia Stinson Management Aide, 9/17/2002
 - (2) Heather Klinger, Assistant Manager, 4/19/2021 (PT 4/19/21)
 - (3) Michele Mitchell, Regional Manager, 9/20/1999 (2/6/1995 Erie)
 - (4) Robert Fraser, Live-in Maintenance Aide, 10/8/1986 (PT 3/16/84)
 - (5) Brad Harris, Maintenance Aide, 9/16/2019
 - (6) Sam Pugh, Maintenance Aide, 10/1/2021 (PT 9/14/2020)
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: October 11, 2022