

MINUTES OF REGULAR MEETING
READING HOUSING AUTHORITY
BOARD OF COMMISSIONERS
March 22, 2022 – 5:00 P.M.

The Reading Housing Authority Board of Commissioners held a Workshop and Regular Meeting on Tuesday, March 22, 2022, at the O'Pake Community Center in Glenside/Hensler Homes.

WORKSHOP MEETING

Mr. Belinski opened the meeting by announcing that with today's annual election of officers, he will be stepping aside from consideration as Chairman of Reading Housing Authority Board of Directors but will continue on as a board member until an undetermined time in the future. Mr. Belinski was appointed to the RHA Board of Commissioners on July 13, 1983.

Mr. Belinski welcomed two new employees to the RHA Team--Tad Geisler, a Maintenance Mechanic at Center City Campus; and Emmanuel (Manny) Ventura Veras, a Maintenance Mechanic at South Campus.

Executive Director Stacey Keppen reviewed highlights of the Executive Director's Report which included the following:

- a. Report Overview:
 - 1. RHA received a total of 2,017 applications in the public housing waitlist opening of four and five bedrooms. A total of one hundred lottery winners were added to the waiting list which represents 5% of all of applicants who applied may receive an opportunity for housing.
 - 2. The server room was successfully relocated from the first to second floor in the WCA Building.

Department Reports

- a. Fiscal Year End 2023 Operating Budgets were reviewed with staff by Executive Director, Stacey Keppen and Comptroller, Theresa Reustle.
- b. Maintenance Program Updates:
 - 1. Rory Ulrich, Maintenance Superintendent, provided the following overview: An update of current water usage at three Center City locations, waterproofing at Hubert Apartments which will resolve a leak without the need for excavation, and concrete replacement at Rhodes Apartments. An Appliance Task Force has been formed to work on the Sylvania Homes appliance install project. This task force consists of Mr. Ulrich, property foremen and two maintenance employees from each location, and the property manager. A considerable amount of money is expected to be saved by keeping this project in house.
 - 2. Greg Snook, Assistant Superintendent gave an update on the maintenance labs including a new advanced electrical lab. Safety strap training continued this month with five mechanics receiving hands-on training with Berkshire Systems. All locations are prepping equipment for the summer months ahead.
 - 3. Al Linarez, Foreman at South Campus reported on sidewalk repair in Oakbrook Homes and various other projects progressing at South Campus.

ANNUAL MEETING

The Annual Meeting of the board of directors was called to order by the Chairman who then turned the meeting over to Attorney Stock for the election of officers for the upcoming year. Upon roll call those present and absent were as follows:

Commissioners Present: Chairman Steven E. Belinski
 Vice Chairman Lorena P. Keely
 Assistant Secretary-Treasurer Myra Maldonado
 Commissioner Ineavelle Ruiz
 Commissioner Maria Delgado

Commissioners Absent: None

Attorney Stock announced this meeting was the Annual Meeting of Reading Housing Authority and the order of business was to elect officers for the upcoming year. The By-Laws call for election of a Chairman, Vice-Chairman, Secretary-Treasurer and Assistant Secretary-Treasurer.

Appointment of a Chairman: Mr. Belinski nominated Ms. Keely for the position of Chairman.

SECOND: Commissioner Ruiz.

DISCUSSION: None.

VOTES IN FAVOR: Belinski, Keely, Maldonado, Delgado and Ruiz

VOTES AGAINST: None

Appointment of a Vice-Chairman: Ms. Keely nominated Mr. Belinski for the position of Vice-Chairman.

SECOND: Commissioner Maldonado

DISCUSSION: None.

VOTES IN FAVOR: Belinski, Keely, Maldonado, Delgado and Ruiz

VOTES AGAINST: None

Appointment of a Secretary-Treasurer: Mr. Belinski nominated Theresa Reustle for the position of Secretary-Treasurer.

SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Belinski, Keely, Maldonado, Delgado and Ruiz

VOTES AGAINST: None

Appointment of an Assistant Secretary-Treasurer: Attorney Stock advised that it is a common practice for all remaining commissioners to serve in the capacity as Assistant Secretary-Treasurer.

DISCUSSION: None.

ADJOURNMENT:

MOTION TO ADJOURN: Commissioner Belinski

SECOND: Commissioner Maldonado

COMMISSIONERS' MEETING

Ms. Keely, Chairman, called the REGULAR MEETING to order and upon roll call those present and absent were as follows:

Commissioners Present: Chairman Lorena P. Keely
 Vice-Chairman Steven E. Belinski
 Commissioner Myra Maldonado
 Commissioner Ineavelle Ruiz
 Commissioner Maria Delgado

Commissioners Absent: None

RHA Staff Representatives: Stacey J. Keppen, Executive Director
Mya Hornberger, Executive Assistant
David C. Talarico, Director of Capital Improvements
Josh K. Smith, Director of Housing Management
Jonathan P. Runkle, Administrative Services Manager
Theresa A. Reustle, Comptroller, Secretary-Treasurer
Audrey L. Wenrich, Human Resource Manager
Anders Smith, IT Manager
Rory Ulrich, Maintenance Superintendent
John E. Knockstead, Resident Services Manager
Leonilda Feliciano, Applications Manager
Yasaira Modeste, Property Manager, North Campus
Nydia Rivera, Property Manager, South Campus
Charles Huckstep, Property Manager, Center City Campus
Gregg Snook, Assistant Maintenance Superintendent
William Rupp, Foreman, North Campus
Al Linarez, Foreman, South Campus
David Oley, Foreman, Center City Campus
Edwin Stock, Solicitor – Legal Staff

ACKNOWLEDGEMENT OF VISITORS: The Chairman announced that no one had signed the register to speak at the Board Meeting.

APPROVAL OF PAST MEETING MINUTES

Regular Meeting – February 22, 2022

MOTION TO APPROVE: Vice-Chairman Belinski

SECOND: Commissioner Maldonado

DISCUSSION: None.

COMMUNICATIONS: None submitted.

APPROVAL OF THE SECRETARY/TREASURER REPORT

MOTION TO APPROVE: Commissioner Maldonado

SECOND: Vice-Chairman Belinski

DISCUSSION: None.

APPROVAL OF THE EXECUTIVE DIRECTOR REPORT

MOTION TO APPROVE: Commissioner Maldonado

SECOND: Commissioner Ruiz

DISCUSSION: None.

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 6321: Acknowledging the Hiring of a Maintenance Mechanic (Tad A. Geisler)

MOTION TO APPROVE: Commissioner Maldonado

SECOND: Vice-Chairman Belinski

DISCUSSION: None.

VOTES IN FAVOR: Belinski, Keely, Maldonado, Delgado and Ruiz
VOTES AGAINST: None

RESOLUTION NO. 6322: Acknowledging the Hiring of a Maintenance Mechanic (Emmanuel Ventura Veras)

MOTION TO APPROVE: Vice-Chairman Belinski
SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Belinski, Keely, Maldonado, Delgado and Ruiz
VOTES AGAINST: None

RESOLUTION NO. 6323: Approving and Authorizing the Adoption of Reading Housing Authority Low Income Public Housing Program Operating Budget for Fiscal Year Ending March 31, 2023

MOTION TO APPROVE: Commissioner Maldonado
SECOND: Commissioner Ruiz

DISCUSSION: None.

VOTES IN FAVOR: Belinski, Keely, Maldonado, Delgado and Ruiz
VOTES AGAINST: None

RESOLUTION NO. 6324: Approving and Authorizing the Adoption of Sylvania Homes Operating Budget for Fiscal Year Ending March 31, 2023

MOTION TO APPROVE: Vice-Chairman Belinski
SECOND: Commissioner Maldonado

DISCUSSION: None.

VOTES IN FAVOR: Belinski, Keely, Maldonado, Delgado and Ruiz
VOTES AGAINST: None

RESOLUTION NO. 6325: Approving and Authorizing the Adoption of Emma Lazarus Townhomes Operating Budget for Fiscal Year Ending March 31, 2023

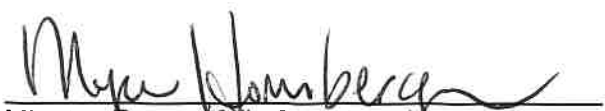
MOTION TO APPROVE: Commissioner Maldonado
SECOND: Commissioner Ruiz

DISCUSSION: None

VOTES IN FAVOR: Belinski, Keely, Maldonado, Delgado and Ruiz
VOTES AGAINST: None

ADJOURNMENT:

MOTION TO ADJOURN: Vice-Chairman Belinski
SECOND: Commissioner Maldonado



Minutes Respectfully Submitted by:

Mya Hornberger, Executive Assistant/Recording Secretary