

MINUTES OF REGULAR MEETING
READING HOUSING AUTHORITY
BOARD OF COMMISSIONERS
May 24, 2022 – 5:00 P.M.

The Reading Housing Authority Board of Commissioners held a Workshop and Regular Meeting on Tuesday, May 24, 2022, at the O’Pake Community Center in Glenside/Hensler Homes.

WORKSHOP MEETING

Ms. Lorena Keely, Chairwoman, opened the meeting by recognizing RHA Community Police Officers Greg Zawilla and James Thomas who took part in Law Enforcement United’s The Road to Hope on May 10. This four-day, 200-mile bike ride to Washington, D.C. honors the service and sacrifice of fallen law enforcement officers and remembers the survivors.

New and present employees were recognized by the board, and they are as follows: Al Linarez recognized for 30 years of employment at RHA, and Virginia Nunez-Burgos promoted to Housing Specialist in the Applications Department. Three new employees hired to the RHA team are Michael Zerbe and Keith Shenk, both hired as Maintenance Mechanics for the Glenside Campus and Tyler Achenbach, Maintenance Mechanic for the Oakbrook Campus.

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

- a. Insurance Discussion – A resolution authorizing the execution of the H.A.R.I.E. Articles of Agreement will be presented to the board for their consideration at this meeting. A meeting will be scheduled in late summer with H.A.R.I.E. representatives to discuss various insurance products.
- b. Nonprofit Affiliate Development – Efforts are underway to create an affiliate not-for-profit entity to supplement RHA’s fundraising ability for the Oakbrook Homes Community Center Project.
- c. Report Overview
 1. RHA received the HCVP Renewal funding letter on May 12. This letter is the first notice from HUD of funds available for RHA to spend over the remaining calendar year. RHA was granted eleven additional Emergency Housing Vouchers from HUD.
 2. A resolution approving the terms and authorizing the execution of a contract with Alcon Enterprise, Inc. to provide services through the Chore Service Program to help elderly and disabled residents maintain their independence will be presented to the board for their consideration.
 3. Glenside/Hensler Proud Days is scheduled for August 24-27. A final agenda will be forthcoming by July 1.
 4. Vice-Chairman Belinski inquired as to the status of the pending waste removal services contract. Clarification was offered by Jonathan Runkle, Administrative Services Manager, that the current contract ends June 30 and continues month-to-month with a request for sealed bids for a new contract ending on June 21. A resolution to approve a contract will be presented at the July board meeting.
 5. An overview of ongoing RHA construction projects was shared with the board by Dave Talarico, Director of Capital Improvements. They are as follows: The Central Office Project has a tentative move in date of the second week of July, Various Office Projects is nearing completion and staff is scheduled to move in May 26, a design contract for Phase 2 of the Boiler Project will be presented to the board in July, and bids for the Oakbrook Community Center will be out in August.
 6. RHA will receive a 22% increase in funds from HUD over last year for the 2022 Capital Fund which will allow RHA to move ahead with various renovation and building projects.

There were no questions from staff relating to the Executive Director’s Report.

COMMISSIONERS’ MEETING

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

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

Commissioners Absent: Commissioner Ineavelle Ruiz

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
Rory Ulrich, Maintenance Superintendent
Leonilda Feliciano, Applications Manager
Yasaira Modeste, Property Manager, North Campus
Nydia Rivera, Property Manager, South Campus
Charles Huckstep, Property Manager, Center City Campus
Thomas Stianche, Voucher Programs Manager
John E. Knockstead, Resident Services Manager
Anders Smith, IT Manager
Gregg Snook, Assistant Maintenance Superintendent
Al Linarez, Foreman, South Campus
David Oley, Foreman, Center City Campus
Edwin Stock, Solicitor – Legal Staff
Virginia Nunez-Burgos, Housing Specialist
Michael Zerbe, Maintenance Mechanic
Tyler Achenbach, Maintenance Mechanic
Keith Shenk, Maintenance Mechanic

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

APPROVAL OF PAST MEETING MINUTES

Regular Meeting – April 26, 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: Commissioner Delgado

DISCUSSION: None.

APPROVAL OF THE EXECUTIVE DIRECTOR REPORT

MOTION TO APPROVE: Commissioner Maldonado

SECOND: Commissioner Delgado

DISCUSSION: None.

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 6338: Acknowledging the Promotion of a Customer Service Assistant to a Housing Specialist (Virginia Nunez-Burgos)

MOTION TO APPROVE: Vice-Chairman Belinski

SECOND: Commissioner Maldonado

DISCUSSION: None.

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

VOTES AGAINST: None

RESOLUTION NO. 6339: Acknowledging the Hiring of a Maintenance Mechanic (Michael E. Zerbe)

MOTION TO APPROVE: Commissioner Maldonado

SECOND: Commissioner Delgado

DISCUSSION: None.

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

VOTES AGAINST: None

RESOLUTION NO. 6340: Acknowledging the Hiring of a Maintenance Mechanic (Tyler A. Achenbach)

MOTION TO APPROVE: Commissioner Delgado

SECOND: Commissioner Maldonado

DISCUSSION: None.

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

VOTES AGAINST: None

RESOLUTION NO. 6341: Acknowledging the Hiring of a Maintenance Mechanic (Keith D. Shenk)

MOTION TO APPROVE: Commissioner Maldonado

SECOND: Vice-Chairman Belinski

DISCUSSION: None.

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

VOTES AGAINST: None

RESOLUTION NO. 6342: Approving Travel to Hershey, PA to Attend the 2022 PAHRA Spring Conference & Showcase to be held June 12-15, 2022 (Jack Knockstead)

MOTION TO APPROVE: Commissioner Delgado

SECOND: Commissioner Maldonado

DISCUSSION: None

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

VOTES AGAINST: None

RESOLUTION NO. 6343: Approving the Terms and Authorizing the Execution of a Contract with Alcon Enterprise, Inc. to Provide Chore Services to Residents of Multiple Developments Throughout RHA

MOTION TO APPROVE: Commissioner Maldonado

SECOND: Commissioner Delgado

DISCUSSION: None

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

VOTES AGAINST: None

RESOLUTION NO. 6344: Resolution Authorizing the Execution of the H.A.R.I.E. Articles of Agreement

MOTION TO APPROVE: Vice-Chairman Belinski

SECOND: Commissioner Maldonado

DISCUSSION: None

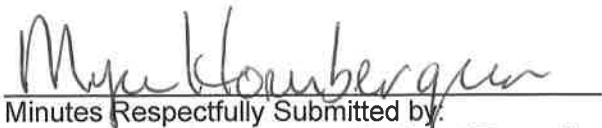
VOTES IN FAVOR: Keely, Belinski, Maldonado, and Delgado

VOTES AGAINST: None

ADJOURNMENT:

MOTION TO ADJOURN: Commissioner Maldonado

SECOND: Commissioner Delgado

A handwritten signature in dark ink, appearing to read "Mya Hornberger", is written over a horizontal line.

Minutes Respectfully Submitted by:

Mya Hornberger, Executive Assistant/Recording Secretary