

MINUTES OF REGULAR MEETING
READING HOUSING AUTHORITY
BOARD OF COMMISSIONERS
JULY 23, 2024 – 5:00 PM

The Reading Housing Authority Board of Commissioners held a Workshop and Commissioners Meeting on Tuesday, July 23, 2024, at the William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, PA.

WORKSHOP MEETING

Chairwoman Lorena Keely opened the meeting by announcing recent promotions and new hires at RHA. Jonathan Runkle was promoted to Director of Administration. In this new position Mr. Runkle will be responsible for the Accounting, Information Technology, and Purchasing Departments. Darlin Ramirez was hired as an Assistant Property Manager for North Campus.

Stacey Keppen, President and CEO, announced the appointment of Pablo Dominguez as the new RPD-RHA police officer. Officer Dominguez, who has served with the RPD for 13 years, will succeed Gregory Zawilla, who recently transitioned to the role of Neighborhood Safety & Engagement Coordinator with RHA. Officer James Thomas, who previously partnered with Mr. Zawilla, will continue his role as an RPD-RHA officer until his planned retirement from RPD in September.

Guest Presentation

Joshua Dodd, Commercial Lending Officer, and Anne DiSanto, Cash Management Officer from American Bank, gave a presentation to the board covering the bank's mission, background, and services. They provided detailed information on Affordable Housing Programs and Voluntary Housing Grant Initiatives relevant to Affordable Housing Developers.

President and CEO Stacey Keppen reviewed plans to establish a bank account with American Bank to support the efforts of Foundation Housing & Services, Inc., to (among other purposes) serve as leverage in furthering goals surrounding the need for new and/or improved affordable housing and services that support RHA programs overall. Mrs. Keppen also provided highlights of the President's Report, including:

1. Renovations to the basketball court at Oakbrook Homes were funded by a donation from musician Nino Gulley. A former resident of Oakbrook Homes, Mr. Gulley hosted the Third Annual Give Back Event there on July 14th.
2. It appears that RHA has fully utilized the financial value of its energy performance contract, which means that future efforts will emphasize steps to avoid recapture for budget management purposes, with continued emphasis on water leak detection and misuse.
3. A HUD "Big Check" event is scheduled for Thursday, August 8th, at the Willis Center for Administration.
4. The next Commissioners Meeting is set for Tuesday, August 27th, at the Willis Center for Administration. The workshop will start at 4 pm, followed by the Commissioner's meeting at 5 pm.

COMMISSIONERS' MEETING

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

Commissioners Present: Chairwoman Lorena P. Keely
Vice-Chairwoman Myra Maldonado

Commissioner Ineavelle Ruiz
Commissioner Maria Delgado

Commissioners Absent: None.

RHA Staff Present Stacey Keppen, President & CEO
Mya Hornberger, Communications Manager/Recording Secretary
David C. Talarico, Vice President & Director of Facilities
Josh K. Smith, Director of Programs
Jonathan P. Runkle, Quality and Compliance Officer
Theresa A. Reustle, Comptroller, Secretary-Treasurer
Rory Ulrich, Maintenance Superintendent
Nydia Runkle, Property Manager, South Campus
Yasaira Modesto, Property Manager, North Campus
Grisel Saez, Property Manager, Center City Campus
Tom Stianche, Voucher Programs Manager
Jack Knockstead, Resident Services Manager
Steve Notario, Purchasing Officer
Anders Smith, Information Technology Manager
Gregg Snook, Assistant Maintenance Superintendent
Matt Smith, Maintenance Foreman, North Campus
Dave Oley, Maintenance Foreman, South Campus
Derek DeLong, Maintenance Foreman, Center City Campus
Tad Geisler, Inspection Manager, Center City Campus
Gregory Zawilla, Neighborhood Safety & Engagement Coordinator
Edwin Stock, Solicitor, Legal Staff

RHA Staff Absent Leonilda Feliciano, Applications Manager

ACKNOWLEDGEMENT OF VISITORS: None

APPROVAL OF PAST MEETING MINUTES

Regular Meeting – June 25, 2024

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Delgado

DISCUSSION: None.

COMMUNICATIONS: None

APPROVAL OF THE SECRETARY/TREASURER'S REPORT

MOTION TO APPROVE: Commissioner Ruiz

SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

APPROVAL OF THE PRESIDENT'S REPORT

MOTION TO APPROVE: Vice-Chairwoman Maldonado
SECOND: Commissioner Ruiz

DISCUSSION: None.

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 6520: Acknowledging the Promotion of a Quality & Compliance Officer to a Director of Administration (Jonathan Runkle)

MOTION TO APPROVE: Commissioner Ruiz
SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

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

RESOLUTION NO. 6521: Acknowledging the Hiring of an Assistant Property Manager (Darlin Ramirez)

MOTION TO APPROVE: Vice-Chairwoman
Maldonado SECOND: Commissioner: Ruiz

DISCUSSION: None.

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

RESOLUTION NO. 6522: Authorizing Reading Housing Authority to Update Approved Signers for Wells Fargo Bank Accounts

MOTION TO APPROVE: Commissioner Ruiz
SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

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

RESOLUTION NO. 6523: Authorizing Certain Employees and Officers of Reading Housing Authority to Sign Checks for the Payment of Money

MOTION TO APPROVE: Commissioner Ruiz
SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

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

RESOLUTION NO. 6524: Authorizing the Transfer of Defederalized Funding from Reading Housing Authority Central Office Cost Center to Foundation Housing and Services, Inc.

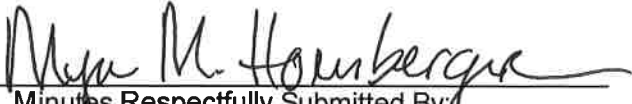
MOTION TO APPROVE: Commissioner Delgado
SECOND: Commissioner Ruiz

DISCUSSION: None.

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

ADJOURNMENT:

MOTION TO ADJOURN: Commissioner Ruiz
SECOND: Commissioner Delgado

A handwritten signature in cursive script, reading "Mya M. Hornberger", written over a horizontal line.

Minutes Respectfully Submitted By:
Mya M. Hornberger, Communications Manager/Recording Secretary