

MINUTES OF REGULAR MEETING
READING HOUSING AUTHORITY
BOARD OF COMMISSIONERS
January 28, 2025 – 5:00 PM

The Reading Housing Authority Board of Commissioners held a Workshop and Commissioners Meeting on Tuesday, January 28, 2025, at the William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, PA.

WORKSHOP MEETING

Chairwoman Lorena Keely opened the meeting by welcoming Bill Clemmons to his new role as Program Manager of Foundation Housing & Services, Inc. This RHA-affiliated not-for-profit organization was established with the purpose of improving and promoting the availability of affordable, professional, service-enriched housing in Greater Reading and beyond.

Stacey Keppen, President & CEO, provided an update on the temporary pause of federal grants, loans, and other financial assistance programs, which was announced on January 27. This pause will take effect on January 28, 2025, at 5:00 PM.

President & CEO Stacey Keppen then presented highlights from the President's Report, including:

1. A recent analysis of Affordable Housing Program rental rates resulted in proposed resolutions to adjust rents. If approved, rents for new leases at Sylvania Homes and River Oak Apartments will increase effective January 28, 2025, with renewal lease adjustments taking effect on April 1, 2025.
2. Recent holiday events included Thanksgiving dinners sponsored by State Representative Manny Guzman and a holiday gift distribution for older adult residents and those with disabilities in collaboration with the Salvation Army.
3. Management staff attended a demonstration of a potential new software system. Additional details will be provided at the February Commissioners' Workshop.

Ms. Keely reviewed the board resolutions to be presented at the Commissioners Meeting.

An EXECUTIVE SESSION was held to discuss a contract issue.

COMMISSIONERS' MEETING

Ms. Keely 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
 Josh K. Smith, Director of Programs
 Jonathan P. Runkle, Director of Administration
 Theresa A. Reustle, Comptroller, Secretary-Treasurer
 Rory Ulrich, Maintenance Superintendent

Leonilda Feliciano, Applications Manager
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
Gregg Snook, Assistant Maintenance Superintendent
Tad Geisler, Inspection Manager, Center City Campus
Matt Smith, Maintenance Foreman, North Campus
Dave Oley, Maintenance Foreman, South Campus
Derek DeLong, Maintenance Foreman, Center City Campus
Gregory Zawilla, Neighborhood Safety & Engagement Coordinator
Edwin Stock, Solicitor, Legal Staff

RHA Staff Absent: Anders Smith, Information Technology Manager
David C. Talarico, Vice President & Director of Facilities
Raquel Ceden, Customer Service Specialist

ACKNOWLEDGEMENT OF VISITORS: None.

APPROVAL OF PAST MEETING MINUTES

Regular and Annual Meeting – December 3, 2024

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Ruiz

DISCUSSION: None.

COMMUNICATIONS: Rubino Letter with Governance dated December 5, 2024

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 Delgado

DISCUSSION: None.

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 6544: Approving Travel to Harrisburg, PA to Attend the 2025 PAHRA Legislative Summit to be Held February 11-12, 2025 (Jonathan Runkle & Steve Notario)

MOTION TO APPROVE: Commissioner Ruiz

SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

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

VOTES AGAINST: None

RESOLUTION NO. 6545: Approving Travel to Washington, D.C. to Attend the NAHRO Washington Convention to be Held March 10-12, 2025 (Stacey J. Keppen & Lorena P. Keely)

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner: Delgado

DISCUSSION: None.

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

VOTES AGAINST: None

RESOLUTION NO. 6546: Approving the Adoption of Public Housing Flat Rents

MOTION TO APPROVE: Commissioner Ruiz

SECOND: Vice-Chairwoman Maldonado

DISCUSSION: None.

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

VOTES AGAINST: None

RESOLUTION NO. 6547: Approving the Adoption of Sylvania Homes Rental Amounts

MOTION TO APPROVE: Commissioner Ruiz

SECOND: Commissioner Delgado

DISCUSSION: None.

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

VOTES AGAINST: None

RESOLUTION NO. 6548: Approving the Adoption of River Oak Apartments Rental Amounts

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Delgado

DISCUSSION: None.

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

VOTES AGAINST: None

RESOLUTION NO. 6549: Approving the Terms and Authorizing the Execution of a Contract with Facility Strategies Group, LLC for the Boiler Plant Decentralization Phase IV at Glenside Homes

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Ruiz

DISCUSSION: None.

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

RESOLUTION NO. 6550: Authorizing the Payment in Lieu of Taxes for Projects PA-9-1, 2, 3, 4, 5, 6, 8, and 10 Contract W-66 for the Fiscal Year Ended March 31, 2024

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

DISCUSSION: None.

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

RESOLUTION NO. 6551: Authorizing the Adoption of an Agreement By and Between Reading Housing Authority and the International Union of Painters and Allied Trades, AFL-CIO, District Council No. 21

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

DISCUSSION: None.

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

ADJOURNMENT:

MOTION TO ADJOURN: Vice-Chairwoman Maldonado
SECOND: Commissioner Delgado


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