

MINUTES OF REGULAR MEETING
READING HOUSING AUTHORITY
BOARD OF COMMISSIONERS
February 25, 2025 – 5:00 PM

The Reading Housing Authority Board of Commissioners held a Workshop and Commissioners Meeting on Tuesday, February 25, 2025, at the William W. Willis Center for Administration, 400 Hancock Boulevard, Reading, PA.

WORKSHOP MEETING

A budget workshop was held beginning at 3 pm with limited staff present. The Operating Budget for the Low-Income Public Housing Program for Fiscal Year Ending March 31, 2025, and Proposed Budget for Fiscal Year Ending March 31, 2026, were reviewed with Commissioners.

Guest Presentations

Matthew Conlin, Institutional Sales & Relationship Manager for PLGIT (Pennsylvania Local Government Investment Trust), provided a presentation on investment options and cash management services available to RHA.

Department Reports

A revised Investment Policy was introduced to the board, along with a resolution for approval at this meeting.

The board was presented with upcoming washer and dryer fee changes for Oakbrook and Glenside Homes, as well as a contract resolution for outsourced laundry room services at five Center City Campus Highrise locations.

President & CEO Stacey Keppen informed the board that management received instructions earlier in the month regarding protocols in the event of a visit from the U.S. Immigration and Customs Enforcement agency.

Ms. Keely reviewed the board resolutions scheduled for presentation at the Commissioner's 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
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Commissioners Absent:	None.
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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
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Rory Ulrich, Maintenance Superintendent
Steve Notario, Purchasing Officer
Anders Smith, Information Technology Manager
Edwin Stock, Solicitor, Legal Staff

RHA Staff Absent:

David C. Talarico, Vice President & Director of Facilities
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
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
Raquel Cedenio, Customer Service Specialist

ACKNOWLEDGEMENT OF VISITORS: Ben Brasch, Account Executive, Yardi Systems, Inc.

APPROVAL OF PAST MEETING MINUTES

Regular Meeting – January 28, 2025

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Ruiz

DISCUSSION: None.

COMMUNICATIONS: None

APPROVAL OF THE SECRETARY/TREASURER'S REPORT

MOTION TO APPROVE: Vice-Chairwoman Maldonado

SECOND: Commissioner Delgado

DISCUSSION: None.

APPROVAL OF THE PRESIDENT'S REPORT

MOTION TO APPROVE: Commissioner Delgado

SECOND: Commissioner Ruiz

DISCUSSION: None.

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 6552: Acknowledging the Terms & Authorizing the Execution of Lease Agreements with Caldwell & Gregory for Laundry Room Service and Maintenance at RHA Center City Campus Highrises

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

DISCUSSION: None.

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

RESOLUTION NO. 6553: Approving the Investment Policy

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

DISCUSSION: None.

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

RESOLUTION NO. 6554: Approving the Terms and Authorizing the Execution of a Purchase Order for the Purchase and Delivery of Toilets with Marccone Plumbing for Oakbrook and Sylvania Homes

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

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