

MINUTES . . . REGULAR MEETING . . . FEBRUARY 14, 2022

The members of the Bethlehem Housing Authority met in a regular session Monday, February 14, 2022 at 4:00 P.M. Teleconference (Virtual Meeting). Those present and absent were as follows:

PRESENT

Mrs. Iris Linares, Chairperson
Mrs. Valerie McLendon, Vice Chairperson
Mrs. Acevedo

ABSENT

Mr. Rogelio Ortiz

Also present were: William W. Matz, Jr., Esq., Solicitor; Jay D. Schuster, Secretary-Treasurer; Diana Moreno, Assistant Secretary; Staff Members and members of the general public.

The Minutes of the Regular Meeting of January 10, 2022 were presented. Mrs. Acevedo made a motion to accept the minutes of January 10, 2022. Mrs. McLendon seconded the motion.

Roll Call: Ayes – Acevedo/McLendon/Linares; Nays – None

Mrs. McLendon made a motion to approve the monthly bills for January 2022.
Mrs. Acevedo seconded the motion.

Roll Call: Ayes – Acevedo/McLendon/Linares; Nays – None

Chairperson Linares commended Regina Cooper, Accounting Clerk, for providing an explanation along with all bills presented for signature. She does an excellent job.

Under Courtesy of the floor, Mr. Schuster reported that resolution item number 10 (b), under Review and Approve Wage adjustments for Administrative and Clerical Employees, was revised and sent to the Board, which was considered in an Executive Session prior to the meeting. It was brought to the floor for consideration.

Under the Executive Director's report, Mr. Schuster reported two items. Greg Solderitch's term on the Board will not be renewed by his request. He thanked Mr. Solderitch for his service to the Board and to the community. There will be a commentary on our next newsletter regarding Mr. Solderitch's efforts and what he's done on behalf of the Board and residents. Secondly, on January 26th we received a notice from HUD that our Five-Year Plan has been approved.

Under Committee Reports, Scholarship Committee, Ms. Moreno will be contacting the Bethlehem Area School district to get the list of BHA residents graduating seniors' and 8th grade students to mail out our 2022 scholarship application.

Under the Deputy's Executive Director's report, Mr. John Ritter reported that the monthly meeting with the BHA Community Police officers will be held on Wednesday, February 16th. At that this time they'll review any drug or criminal activity occurring on our properties.

RESOLUTION NO.2542 OF 2022 - APPROVING THE CONTRACT FOR GRASS CUTTING SERVICES FOR ALL DEVELOPMENTS. NOTE: (Resolution is entered separately as a part of these minutes.)

Mrs. Acevedo made a motion to approve the contract for grass cutting services for all developments. Mrs. McLendon seconded the motion.

Roll Call: Ayes – Acevedo/McLendon/Linares; Nays – None

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APPROVING OF THE WAGE ADJUSTMENTS FOR CLERICAL AND ADMINISTRATIVE EMPLOYEES. DEVELOPMENTS. NOTE: (Resolution is entered separately as a part of these minutes.)

Mrs. Acevedo made a motion to approve the wage adjustments for clerical and administrative employees. Mrs. McLendon seconded the motion.

Roll Call: Ayes – Acevedo/McLendon/Linares; Nays – None

RESOLUTION NO.2543 OF 2022 - APPROVING OF THE OPERATING BUDGET FOR THE FISCAL YEAR ENDING 3/31/2023 TO INCLUDE THE REVISED WAGE ADJUSTMENTS. NOTE: (Resolution is entered separately as a part of these minutes.)

Mrs. McLendon made a motion to approve the operating budget for the fiscal year ending 3/31/2023 with the revision wage adjustments. Mrs. Acevedo seconded the motion.

Roll Call: Ayes – Acevedo/McLendon/Linares; Nays – None

APPROVING THE CONTRACT FOR REFUSE COLLECTION SERVICES FOR ONE (1) ADDITIONAL YEAR. NOTE: (Resolution is entered separately as a part of these minutes.)

Mrs. McLendon made a motion to approve the contract for refuse collection for one (1) additional year. Mrs. Acevedo seconded the motion.

Roll Call: Ayes – Acevedo/McLendon/Linares; Nays – None

Mr. Richard Snyder will be mailing out the revised operating budget to all board members.

Under Public Comments, Chairperson Linares asked if we're going to be doing the next meeting in person or virtual.

Mr. Schuster said it's up to the board. The staff will be back in the office effective February 22nd and ramping up after that. Being that the board members had no objections, the next board meeting will be in person at the Monocacy community room.

Chairperson Linares noted that the next regular board meeting will be held on Monday, March 14, 2022 at 4:00 P.M. at the Monocacy Tower, community room.

There being no further business to transact, Mrs. Linares declared the meeting adjourned.

J. D. Schuster

**Jay D. Schuster
Executive Director**