

MINUTES . . . REGULAR MEETING . . . APRIL 8, 2019

The members of the Bethlehem Housing Authority met in regular session Monday, April 8, 2019 at 4:30 P.M., at the Monocacy Tower, Community Room, 645 Main Street, Bethlehem, Pennsylvania. Those present and absent were as follows:

PRESENT

**Mr. Joseph E. Long, Chairperson
Mrs. Iris Linares, Vice Chairman
Mr. Greg Solderitch**

ABSENT

**Mrs. Valerie McLendon
Mr. Rogelio Ortiz**

Also present were: William W. Matz, Jr., Esq., Solicitor; Jay D. Schuster, Acting Executive Director; Diana Moreno, Assistant Secretary; Housing Authority Staff Members; members of the general public.

The Minutes of the Regular Meeting of March 11, 2019 were presented. Mr. Solderitch made a motion to accept the minutes of March 11, 2019. Mrs. Linares seconded the motion.

Roll Call: Ayes – Linares/Solderitch/Long; Nays – None.

Mrs. Linares made a motion to approve the monthly bills for March 2019. Mr. Solderitch seconded the motion.

Roll Call: Ayes – Linares/Solderitch/Long; Nays – None.

Chairman Mr. Long had nothing to report for the meeting.

Mr. Schuster advised the board members that the monthly meeting with the BHA community police officers will be held on Wednesday, April 10. At that time there will be a review of any drug and/or criminal activities occurring in BHA properties.

For the Scholarship Committee, Ms. Moreno reported that the senior and Vo-tech applications are due on April 17 and the eighth graders on May 16.

Commissioner Long asked did we get any applications yet.

Ms. Moreno responded not at this time.

For the Finance Committee, there was nothing to report for this meeting.

The Personnel Committee had nothing new to report at this time.

For the Resident Advisory Committee, Mr. Schuster commented that the meeting will take place in August and at that time we'll be adding some new items to our five year plan.

Attorney Matz asked if we have a set date for the RAB Meeting in August.

Mr. Schuster responded I will get back to you on the exact date.

04/08/2019

(2)

The board of commissioners were presented with information on salary increases for the Administrative and Clerical staff to be effective April 1st.

Mr. Solderitch made a motion to accept the salary increases for the employees in the administrative and clerical groups. Mrs. Linares seconded the motion.

Roll Call: Ayes – Linares/Solderitch/Long; Nays – None.

RESOLUTION NO. 2493 OF 2019 – APPROVING OF CONTRACT, MOVING/RELOCATION SERVICES FOR LYNFIELD RENOVATIONS. (NOTE: Resolution is entered separately as a part of these Minutes.)

The Board reviewed the bids received for moving/relocation services for 56 apartments in conjunction with the upcoming Lynfield Phase 3 and 4 renovations.

Specifications were picked up by two (2) interested contractors. Bid proposals were submitted by: Adam Meyer, Inc., Bethlehem, PA (\$54,170.00) and O'Brien's Moving and Storage, Allentown, PA (\$59,978.50).

It was the recommendation of the staff to award the contract for the moving/relocation services for the 56 Lynfield apartments to Adam Myer, Inc.

Mrs. Linares asked how often, do we do bidding for moving/relocation services.

Curt responded that it goes in conjunction with when we have renovation projects.

Mrs. Linares made a motion, seconded by Mr. Solderitch, to award the contract as noted.

Roll Call: Ayes – Linares/Solderitch/Long; Nays – None.

RESOLUTION NO. 2494 OF 2019 APPROVING OF CONTRACT, ARCHITECTURAL/ENGINEERING WORK FOR PEMBROKE PARKING LOTS. (Note: This resolution is entered separately as a part of these minutes.)

The Board reviewed the bids received for architectural/engineering work for the Pembroke Parking Lots.

Specifications were picked up by three (3) interested contractors. Bid proposals were submitted by: Acela Architects and Engineers, Allentown PA (\$39,200); Renew Land Dev. Solutions, PA; (\$49,000) and WareHaus, York, PA (\$65,375).

It was the recommendation of the staff to award the contract for the architectural/engineering work for the Pembroke Parking Lots to Acela Architects and Engineers.

Mr. Solderitch made a motion, seconded by Mrs. Linares, to award the contract as noted.

Roll Call: Ayes – Linares/Solderitch/Long; Nays – None.

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RESOLUTION NO. 2495 OF 2019 APPROVING OF CONTRACT, ROOF REPLACEMENT FOR THE FDO OFFICE. (Note: This resolution is entered separately as a part of these minutes.)

The Board reviewed the bids received for the roof replacement at the family development office.

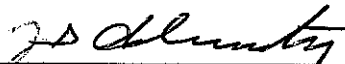
Specifications were picked up by two (2) interested contractors. Bid proposals were submitted by: Spotts Brothers, Schuylkill Haven, PA (\$59,460) and Budget Roofing, Shamokin, PA (\$72,187).

It was the recommendation of the staff to award the contract for the roof replacement at the family development office to Spotts Brothers.

Mrs. Linares made a motion, seconded by Mr. Solderitch, to award the contract as noted.

Roll Call: Ayes - Linares/Solderitch/Long; Nays - None.

There being no further business to transact, Mr. Long declared the meeting adjourned.



Jay D. Schuster
Acting Executive Director