

MINUTES . . . REGULAR MEETING . . . JANUARY 14, 2019

The members of the Bethlehem Housing Authority met in regular session Monday, January 14, 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, Chairman
Mrs. Iris Linares
Mrs. Valerie McLendon
Mr. Rogelio Ortiz
Mr. Greg Solderitch

ABSENT

NONE

Also present were: William W. Matz, Jr., Esq., Solicitor; Eugene J. Gonzalez, Secretary-Treasurer; Helen M. Jarinko, Assistant Secretary; Staff Members and members of the general public.

Reorganization of the Board

The election of officers was turned over to Attorney Matz.

Solicitor Matz first reiterated the format for the election of board officers for the year 2018. He stated that all nominations would be from the floor; each nomination shall be processed separately beginning with the chairperson followed by the vice chairperson; no second would be required although one may be made as a form of endorsement; nominations are closed when no further nominations are made.

Nominations for Chairman and Vice Chairman for the BHA Board of Commissioners for the ensuing year January 14, 2019 to January 13, 2020 were opened.

Attorney Matz called for nominations for Chairperson of the Board.

Mrs. Linares made a motion to nominate Commissioner Joseph E. Long for Chairperson.
Mr. Ortiz seconded the motion.

There being no further nominations for chairman, Mr. Gonzalez took the vote for Joseph Long for Chairperson.

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

Atty Matz opened the floor for nominations for Vice Chairman of the Board.

Mr. Long made a motion to nominate Iris Linares for Vice Chairman.

Atty Matz stated that since there are no further nominations made for this position, he would ask for a roll call.

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

Atty. Matz noted that for the record and in accordance with the By-Laws, the position of Secretary/Treasurer is held by the Executive Director. The positions of Assistant Secretary and Assistant Treasurer are filled as noted on the meeting agenda.

Atty. Matz stated that the election of new officers for the coming year is now closed and approved.

Attorney Matz congratulated the new officers for the year 2019.

Mr. Long thanked his fellow commissioners for their support for his position of Chair for the Board.

The Minutes of the Regular Meeting of December 9, 2018 were presented. Mr. Solderitch made a motion to accept the minutes of December 9, 2018. Mrs. McLendon seconded the motion.

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

Mr. Ortiz made a motion to approve the monthly bills for December 2018. Mrs. Linares seconded the motion.

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

Mr. Long commented that at the last meeting he stated that he would be out of order for a month due to a back surgery. Mr. Long said that this was his first day out and about and first time driving. He also noted that, moving forward, he would be back in touch with happenings.

Mr. Long then thanked Eugene Gonzalez for his years of service with the housing authority, being Executive Director for 4 years. Mr. Long stated that he appreciates everything Mr. Gonzalez has done, thus making his job easier. Mr. Long said he thought Gene has done an excellent job. As for contracts and some other things done behind the scenes, Mr. Gonzalez has also done an excellent job. Mr. Long congratulated Mr. Gonzalez on his upcoming retirement.

Mr. Gonzalez replied with a thank you.

Mr. Gonzalez noted that the monthly meeting with the BHA community police will be held on Thursday, January 17. They will review all of the drug and/or criminal activities occurring in the properties.

For the Scholarship Committee, Mrs. Jarinko stated that she had sent an email to the Bethlehem Area School District requesting a list of the 12th and 8th grade students residing in BHA.

For the Finance Committee, Mr. Long had nothing to report.

There was nothing to report for the Personnel Committee.

For the Resident Advisory Committee, Mr. Ortiz thanked Officer Urban and the other Bethlehem police officers for the turkeys that were donated for Christmas. Mr. Ortiz just wanted to make sure the officers were recognized that what they did for the residents of Lynfield.

Mr. Ortiz announced that registrations for the 4-H program will be starting this Spring. Applications are being taken now. He said they will be notifying residents in Parkridge also.

The Board was presented with the draft copy of the Annual Audit report for the Fiscal Year Ending March 31, 2018.

Mr. Long commented that he read over the audit report pretty heavily and is well pleased with the results included.

Mr. Gonzalez reported that there were no findings or recommendation from the auditors. He summarized that the net cap position for last year's fiscal year 2017 showed a surplus of \$528,162. Mr. Gonzalez noted that for fiscal year 2018 the housing authority received over \$800,000 in HUD subsidy. He further noted that on a positive side the authority being nine months into the 2019 fiscal year, has received an additional \$477,000 in HUD subsidy.

Mr. Solderitch made a motion to accept and approve the submitted audit report for the noted period. Mr. Ortiz seconded the motion.

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

RESOLUTION NO.2485 OF 2019 – REVISION OF PERSONNEL POLICY, Section II.H.3 Retirement Plan and Section II.H.5 Group Health Insurance. (NOTE: This resolution is entered separately and made a part of these minutes.)

A resolution was presented to the board members showing the language change to be made. The changes as;

Section II (H.3.(g). Retirement Plan)

(g) The Employer (BHA) contributions shall be equal to 13% of Compensation minus the group life insurance premium paid on the Employee's behalf for all Employees.

Effective January 1, 2019, for all newly hired employees, the Authority will make the following contributions to the pension plan for employees hired after:

-January 1, 2019	7% of gross pay
-January 1, 2020	8% of gross pay
-January 1, 2021	9% of gross pay

Section II (H.5.(e) Group Health Plan)

(e) Effective January 1, 2019 for all newly hired employees, the Authority will provide Coverage for employee and dependent children. The Authority will pay the following percentage of premiums for *employee spouses* as follows:

Hire Date of January 1, 2019	75% of spousal coverage
Hire Date of January 1, 2020	70% of spousal coverage
Hire Date of January 1, 2021	65% of spousal coverage

Mr. Gonzalez stated that these changes will be in line with the rules set forth in the Union contract, recently approved by the board.

Mrs. Linares made a motion to accept the changes to the Personnel Policy as set forth. Mrs. McLendon seconded the motion.

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

RESOLUTION NO. 2485(a) – AUTHORIZATION TO REVISE HOUSING CHOICE VOUCHER (SECTION 8) ADMINISTRATIVE PLAN. (NOTE: This resolution is entered separately and made a part of these minutes.)

Mr. Gonzalez explained that the housing authority will be opening the application wait list the housing choice voucher (Section 8) program. Applications will be taken ON_LINE only in order to reduce the walk-in traffic. The applications will be open for one week January 21 to 27. Outside agencies will be notified in order to assist the on-line intake process.

Notification of the process has been advertised in the newspaper and flyers have been sent to social agencies. Mr. Gonzalez commented that the BHA Web-site also has information for the application intake. All notifications have been done in English and Spanish.

Mrs. Linares made a motion to approve the amendment to the Housing Choice Voucher Administrative Plan. Mr. Solderitch seconded the motion.

Mr. Ortiz wanted to thank Mr. Gonzalez for helping all the residents at BHA. He believes that with Mr. Gonzalez help, the housing communities are a better place to live. Mr. Ortiz thanked him for the support given to Lynfield, Parkridge and Pembroke, noting that without his leadership things might not have been possible. Mr. Ortiz told Mr. Gonzalez to enjoy his retirement and live every day to the fullest.

Mrs. Linares also thanked Mr. Gonzalez for all his service and doing an excellent job.


Mrs. McLendon also gave thanks for being a person of vision because of some of the things they talked about. She noted that the community is doing much better because of Mr. Gonzalez.

01/14/2019

(5)

Chairperson Long noted that the next regular board meeting will be held on Monday, February 11, 2019 at 4:30 P.M. in the community room of the Monocacy Tower.

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


_____/for
Eugene J. Gonzalez
Secretary