

MINUTES . . . REGULAR MEETING . . . NOVEMBER 8, 2021

The members of the Bethlehem Housing Authority met in a regular session Monday, November 8, 2021 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. Susan Acevedo
Mr. Rogelio Ortiz

ABSENT

Mr. Greg Solderitch

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

The Minutes of the Regular Meeting of September 13, 2021 were presented. Mr. Ortiz made a motion to accept the minutes of September 13, 2021. Mrs. Acevedo seconded the motion.

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

Mr. Ortiz made a motion to approve the monthly bills for Sept and Oct 2021.
Mrs. McLendon seconded the motion.

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

Under Old Business, Jay Schuster's reported one item. Jay stated that approximately two months ago, one of our residents inquired about parking on Old York Road, or getting additional parking at Monocacy. BHA had a number of discussions with the Parking Authority, the Traffic control, and the City, and we've made some progress. Parking has been approved for Old York Road and we are now just waiting for the City to post the proper signage so our residents can use Old York Road for additional parking. It will be on one side of Old York Road only.

Commissioner Linares asked if the tenants would have to pay a fee. Mr. Kichline responded no we have an arrangement with the City and the Parking Authority to park on Old York Road. It should fit about eight cars. On the corner of Old York Road there is a City lot and they do charge.

Under the Executive Directors' report, Mr. Schuster reported three items. Firstly, October 11th, the Board of Commissioners met in an Executive Session to discuss the pending bargaining union negotiations. Those negotiations are underway and the union and BHA have met three times so far. They have made significant progress, and have another scheduled meeting on November 9th. He anticipates that we'll be able to settle a new contract probably by the end of November or at the latest December. Secondly, on Wednesday November 10th, BHA and the Police have scheduled our quarterly meeting where we'll discuss crime statistics and how the police are providing above baseline service. Lastly, Mr. Ritter has been in touch with the Health Bureau and we're scheduling booster vaccinations for those who were immunized at our four high rise buildings.

Mr. Ortiz asked if we could have gathering at the Lynfield community room. The principal of Freedom asked to use the community room to have a town hall meeting. Mr. Schuster replied that

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at this time, we can have gathering as long as we are in compliance with the CDC regulations as far as the number and safety precautions. Mr. Ortiz thank Mr. Schuster.

Under Committee Reports, Scholarship Committee, Ms. Moreno stated that a few more students requested their scholarship funds. Mrs. Linares said that's great they're using their funds.

Under the Resident Advisory Committee, Mr. Ortiz reported that on Tuesday the 16th at 4:30 P.M. East Hills is going to be preparing 120 prepared meals. The tenants will come to the door and request what they need. In addition on Thursday the 18th they're going to get 50 turkeys with trimmings and they'll be passing them out to the residents, and on Monday the November 22nd they'll be getting another 50 turkeys with trimmings and we'll pass those out at 6pm in the evening.

Commissioner Linares said that is wonderful. She asked who will be supply the food.

Mr. Ortiz replied that on Tuesday East Hills, the student government body, they're going to prepare the meals over there and pack them up and bring them to the Center. On Thursday, it's going to be Nikki Testa, the backpack pals that we merged with. They got them 50 turkeys with trimmings. Then, Freemansburg, they're going to give them 50 turkeys with Dr. Gupta, she been doing that every year for like the last five years.

Commissioner Linares asked Mr. Ortiz to thank Dr. Gupta.

Under the Deputy's Executive Director's report, Mr. John Ritter reported two items. Our monthly meeting with the BHA Community Police officers will be held Wednesday November 10th. At this time we'll review any drug and criminal activity occurring on our properties. Second, we're going to schedule the booster COVID shot for the four high rises. We have the old list of everybody who received the first two shots from us. As soon as we get two dates scheduled with the City we'll be making phone calls and setting them up for the four buildings. So everybody that received the first two shots from that clinic will receive the booster shot.

RESOLUTION NO.2536 OF 2021 - APPROVING OF THE CONTRACT OF ONE FLEET VEHICLE, SUV 2022 FORD ESCAPE. NOTE: (Resolution is entered separately as a part of these minutes.)

Mrs. McLendon made a motion to approve the contract of one fleet vehicle, SUV 2022 Ford Escape. Mrs. Acevedo seconded the motion.

Roll Call: Ayes - Acevedo/McLendon/Ortiz/Linares; Nays - None

RESOLUTION NO. 2537 OF 2021 - APPROVING OF THE CONTRACT OF ONE FLEET VEHICLE, DUMP TRUCK. NOTE: (Resolution is entered separately as a part of these minutes.)

Mrs. Acevedo made a motion to approve the contract of one fleet vehicle, dump truck. Mr. Ortiz seconded the motion.

Roll Call: Ayes - Acevedo/McLendon/Ortiz/Linares; Nays - None

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RESOLUTION NO. 2538 OF 2021 - APPROVING OF THE CONTRACT FOR THE REPLACEMENT OF LIGHT FIXTURES AND SMOKE DETECTORS AT THE HIGH RISE APARTMENT S.

NOTE: (Resolution is entered separately as a part of these minutes.)

Mrs. McLendon made a motion to approve the contract for the replacement of the light fixtures and smoke detectors at the high rise apartments. .

Mr. Ortiz seconded the motion.

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

Under New Business, Mr. Schuster reported two items. In previous years, the Authority has sponsored a table at the Annual Boy's Club Steak and Burger Dinner. It's the biggest fundraiser for the Boy's & Girls' Club. This year because of COVID, they are not having an in-person dinner, it has been cancelled. Rather than cancel this fundraising opportunity, the Boys & Girls Club has an alternative. They're asking for a \$500 donation from the Housing Authority, which is comparable to what we've been doing over the course of many years. Mr. Schuster ask for the board's approval, it's a recommendation to continue to support them this way.

Mr. Ortiz made a motion to approve a \$500 donation to the Boys and Girls Club.

Mrs. Acevedo seconded the motion.

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

Secondly, Mr. Schuster recommended that the next Board Meeting be in-person, hybrid meeting. Those who are not yet comfortable, they can still join on Zoom if they want to. Keep in mind that we have a mixture of staff that attends the Board meetings that are vaccinated and not vaccinated. But he recommends that we go back to meeting at the Monocacy community room. The Board agreed with the recommendation.

Mrs. McLendon ask if we're having the annual holiday luncheon. Mr. Schuster said not this year.

Under Miscellaneous Reports, Other Business – Board Members, Solicitors, and Staff. Mrs. McLendon reported that Parkridge is having a food distribution and coat drive on Saturday, November 13th. You can donate new coats from newborn to size 3X. People have donated coats, blankets, hats, scarves, and gloves.

Chairperson Linares noted that the next regular board meeting is scheduled for Monday, December 13, 2021at 4:00 P.M. at the Monocacy Community Room.

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

J.D. Schuster

**Jay D. Schuster
Executive Director**