

**MINUTES . . . REGULAR MEETING . . . JANUARY 10, 2022**

The members of the Bethlehem Housing Authority met in a regular session Monday, January 10, 2022 at 4:00 P.M. Teleconference (Virtual Meeting). Those present and absent were as follows:

**PRESENT**

**ABSENT**

Mr. Joseph E. Long, Chairman  
Mrs. Iris Linares  
Mrs. Valerie McLendon  
Mr. Rogelio Ortiz  
Mr. Greg Solderitch

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.

**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 2022. 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 10, 2022 to December 31, 2022 were opened.

Attorney Matz called for nominations for Chairperson of the Board.

Mr. Ortiz made a motion to nominate Commissioner Iris Linares for Chairperson.

There being no further nominations for chairman, Mr. Schuster took the vote for Iris Linares for Chairperson.

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

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

Mr. Ortiz made a motion to nominate Valerie McLendon for Vice Chairperson.  
Mrs. Linares seconded the nomination for Vice Chairperson

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

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

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

Chairperson Linares thanked the Commissioners for putting their trust in her. She will do her best. Mrs. McLendon commended Chairperson Linares for doing a great job. Mrs. Linares also thanked Mrs. McLendon.

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

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

Mr. McLendon made a motion to approve the monthly bills for December 2021. Mr. Ortiz seconded the motion.

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

Executive Director, Mr. Schuster reported three items. First, in view of the spike in COVID cases, about 90% of the administration and clerical staff is working from home. He will reevaluate exactly when we are going to return. Maintenance continues in full force and doing emergencies because we have an inordinate amount of our tenants who have reported to us that they also have the virus. For every one of them that we know about, there's probably three or four families that we don't know about. We have at least 30 of our families that we know of that are sick or hospitalized right now. Second, our Resident Advisory Board member and Monocacy tower resident Kevin Lynn passed away last week. On behalf of the Board and the Authority we did send a memorial bouquet of flowers to the funeral home. Last, Mr. Roberto Santiago is present here today. He's considering the role of a Resident Advisory Board member.

Chairperson Linares asked if employees who test positive for COVID, have to be tested before they come back to work. Mr. Schuster commented that there's been changing CDC guidance on that note, but currently if you're diagnosed with COVID, you'll have to be tested before you can come back.

Under Committee Reports, Scholarship Committee, Ms. Moreno reported that PAHRA, The Pennsylvania Association of Housing & Redevelopment Agencies, sent us an application offering another scholarship this year to our residents, so we are going to be sending out a mailing. Jiovanny Figueroa was the recipient winner last year. Mrs. McLendon said that is wonderful.

Under the Deputy's Executive Director's report, Mr. John Ritter reported one item. Our monthly meeting with the BHA Community Police officers will be held on Wednesday January 12<sup>th</sup>. At this time we'll review any drug and criminal activity occurring on our properties.

**RESOLUTION NO.2541 OF 2022 - APPROVING THE REVISION OF THE PROCUREMENT POLICY.**

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

Mrs. McLendon made a motion to approve the revised procurement policy. Mr. Solderitch seconded the motion.

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

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**Chairperson Linares noted that the next regular board meeting will be held on Monday, February 14, 2022 at 4:00 P.M.**

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

*J. D. Schuster*

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**Jay D. Schuster  
Executive Director**