

**THE HOUSING AUTHORITY OF THE CITY OF ERIE**

**Minutes – November 22, 2021 – 1:15 p.m., DST**

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**The Housing Authority of the City of Erie met at 1:15 p.m., on Monday, November 22, 2021, at 606 Holland Street, Erie, PA 16501.**

The meeting was called to order by the Vice Chair, Patricia E. Mickel, and, upon roll call, those present and absent were as follows:

**Present**

Patricia E. Mickel  
Sean Dugan  
James E. Martin (via phone)

**Absent**

Bishop Dwane Brock  
Ned Smith

**Also in Attendance**

Michael R. Fraley, *Executive Director and Secretary*  
Timothy M. Sennett, Esquire, *Solicitor*  
Dusti Dennis, *Deputy Director*  
Robin Bambauer, *Administrative Assistant*  
Linda Lewis, *Controller*

Cherie Kinem, *Resident Initiatives Coordinator*  
Katie Kretz, *Director MCRC*  
Eddie Ocasio, *MCRC*

**COMMENTS FROM CITIZENS**

None

**MINUTES OF OCTOBER 25, 2021 MEETING**

Patricia E. Mickel introduced the following resolution:

#7940 BE IT RESOLVED BY THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF ERIE THAT THE MINUTES OF THE OCTOBER 25, 2021 REGULAR MEETING OF THE AUTHORITY ARE HEREBY APPROVED AS MAILED.

It was moved by Mr. Dugan, and seconded by Mr. Martin, that the resolution be adopted as introduced and read.

On the question, roll was called with the following results:

**Ayes:** Patricia E. Mickel, Sean Dugan, James E. Martin

**Nays:** None

## **DISBURSEMENTS FOR OCTOBER 2021**

Patricia E. Mickel introduced the following resolution:

#7941 BE IT RESOLVED BY THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF ERIE THAT THE DISBURSEMENTS FOR OCTOBER 2021, COPIES OF WHICH WERE FORWARDED TO THE MEMBERS AND COUNSEL PRIOR TO THIS MEETING, ARE HEREBY ACCEPTED.

It was moved by Mr. Dugan, and seconded by Mr. Martin, that the resolution be adopted as introduced and read.

On the question, roll was called with the following results:

*Ayes:* Patricia E. Mickel, Sean Dugan, James E. Martin

*Nays:* None

## **PUBLIC HOUSING/SECTION 8 PROGRAMS**

### ***2022 Agency Plan Status Report***

Mr. Fraley: We are in our 45-day comment period which will end on December 14, 2021. That will be followed by a Public Hearing on December 15, 2021. This will be chaired by Bishop Brock or Patricia E. Mickel. We will read into the record any comments that have been made towards the plan, any letters of support and we will finalize the plan to be sent to the Board for approval at the December Board meeting. It then needs to be sent to HUD by January 14, 2022.

## **BIDS & PROPOSALS RECEIVED**

### ***2022 Creative Arts Program at the John E. Horan Garden Apartments***

Patricia E. Mickel introduced the following resolution:

#7942 BE IT RESOLVED BY THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF ERIE THAT THE PROPER AUTHORITY OFFICIALS ARE AUTHORIZED AND DIRECTED TO ENTER INTO A CONTRACT WITH THE DAFMARK DANCE THEATER, TO PROVIDE THE CREATIVE ARTS PROGRAM AT THE JOHN E. HORAN GARDEN APARTMENTS, FOR THE 12-MONTH PERIOD COMMENCING JANUARY 1, 2022 THROUGH DECEMBER 31, 2022, IN AN AMOUNT NOT TO EXCEED \$33,000

It was moved by Mr. Martin, and seconded by Mr. Dugan, that the resolution be adopted as introduced and read.

**Ayes:** Patricia E. Mickel, Sean Dugan, James E. Martin

**Nays:** None

***2021-2022 Family Support Center/Services at John E. Horan Garden Apartments***

Patricia E. Mickel introduced the following resolution:

#7943 BE IT RESOLVED BY THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF ERIE THAT THE PROPER AUTHORITY OFFICIALS ARE AUTHORIZED AND DIRECTED TO ENTER INTO A CONTRACT WITH THE MULTICULTURAL COMMUNITY RESOURCE CENTER AT THE JOHN E. HORAN GARDEN APARTMENTS, FOR THE 12-MONTH PERIOD COMMENCING JANUARY 1, 2022, THROUGH DECEMBER 31, 2022, IN AN AMOUNT NOT TO EXCEED \$155,982.

BE IT ALSO RESOLVED TO INCLUDE THE PUBLIC HOUSING FAMILY SELF-SUFFICIENCY CASEWORKER YEARLY SALARY AND OTHER DIRECT COSTS FOR THE POSITION, AT A COST NOT TO EXCEED \$54,752 THE TOTAL COST OF THE CONTRACT IS \$210,734.

Katie Kretz-MCRC: I am the new Executive Director at MCRC. I am very new in this position, I haven't been here two months yet. This is a very exciting time for our organization doing wonderful work at the John E. Horan Garden Apartments. As Mike has said, Eddie is the face and the name out there. He does a tremendous number of duties above and beyond what is expected of him. We are excited to utilize that and also come up with some new ideas working in collaboration with the team here.

Eddie Ocasio: I would like to personally say thank you. I have been here since the beginning of this program and that it has been 10 years already. I appreciate you continuing to give us the opportunity to work there. We have a good relationship and I'm looking forward to keeping that relationship going.

Mr. Fraley: As I mentioned, MCRC staff do things that you don't normally see. In one year, they increased the tax preparation from 175 to 275 participants at the John E. Horan Garden Apartments. If you look at the amount of money, you're looking at hundreds of thousands of dollars that have come into the accounts for our residents. The first thing that they typically do when they receive their check from the IRS is pay their rent. It's a win-win situation for everybody.

It was moved by Mr. Dugan, and seconded by Mr. Martin, that the resolution be adopted as introduced and read.

On the question, roll was called with the following results:

**Ayes:** Patricia E. Mickel, Sean Dugan, James E. Martin

**Nays:** None

***City of Erie Vehicle Maintenance Program***

Patricia E. Mickel introduced the following resolution:

#7944 BE IT RESOLVED BY THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF ERIE THAT THE PROPER AUTHORITY OFFICIALS ARE AUTHORIZED AND DIRECTED TO ENTER INTO A 12-MONTH CONTRACT WITH THE CITY OF ERIE FOR MAINTENANCE OF THE AUTHORITY'S VEHICULAR FLEET BEGINNING 1/1/2022.

HOURLY LABOR COSTS HAVE REMAINED THE SAME FROM \$65.00 TO \$80.00 PER HOUR FOR CARS OR SMALL TRUCKS WEIGHING LESS THAN 1 TON. ALL BUT ONE OF THE HACE VEHICLES ARE IN THIS CATEGORY.

HOURLY LABOR COSTS HAVE REMAINED THE SAME FROM \$75.00 TO \$90.00 PER HOUR FOR LARGE TRUCKS WEIGHING MORE THAN 1 TON. ONE OF THE HACE VEHICLES IS IN THIS CATEGORY

Mr. Fraley: That is the same amount that we were charged last year. There has been no increase in these costs.

It was moved by Mr. Martin, and seconded by Mr. Dugan, that the resolution be adopted as introduced and read.

On the question, roll was called with the following results:

Ayes: Patricia E. Mickel, Sean Dugan, James E. Martin

Nays: None

Patricia E. Mickel introduced the following resolution:

***2021 Pilot Payment***

#7945 BE IT RESOLVED BY THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF ERIE THAT THE 2021 PAYMENT IN LIEU OF TAXES (PILOT) TO THE LOCAL TAXING BODIES IS HEREBY APPROVED, AS FOLLOWS:

CITY OF ERIE	\$183,723.63
ERIE SCHOOL DISTRICT	\$222,417.83
COUNTY OF ERIE	<u>\$ 74,984.67</u>
TOTAL 2021 PILOT	\$481,126.13

Mr. Fraley: That is an increase. In 2020, we paid \$428,012.78, that is an increase of over \$50,000.

Our average Pilot payments over the last 5-year period have been \$384,332. That is close to \$100,000 over our average. The reason for that is we have had high rental receipts and low utility costs.

It was moved by Mr. Dugan, and seconded by Mr. Martin, that the resolution be adopted as introduced and read.

Ayes: Patricia E. Mickel, Sean Dugan, James E. Martin

Nays: None

***Electric Bulk Rate***

Patricia E. Mickel introduced the following resolution:

#7947 BE IT RESOLVED BY THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF ERIE THAT THE PROPER AUTHORITY OFFICIALS ARE AUTHORIZED AND DIRECTED TO ENTER INTO A CONTRACT TO PURCHASE ELECTRIC FROM ASPEN ENERGY, THE BROKER, USING FREEPOINT ENERGY AS THE SUPPLIER, THE LOW BIDDER, AT A RATE OF \$0.07744 PER KILOWATT HOUR, FOR A ONE-YEAR PERIOD, EFFECTIVE FEBRUARY 2022.

THE HOUSING AUTHORITY OF THE CITY OF ERIE RESERVES THE RIGHT TO NEGOTIATE WITH THE NUMBER TWO BIDDER, ETC. IF IT IS FOUND THAT THERE ARE COSTS NOT REFLECTED IN THE STATED BID.

Mr. Fraley: We received nine bids. Linda reviewed all the proposals with me. It is a substantial increase from in the past. In our last 3-year contract, the kilowatt hour cost was 0.04963 kilowatts per hour. It has now gone up to 0.07744 per kilowatt hour. That is the reason we are putting it out for a one-year contract versus a two- or three-year contract.

Ms. Mickel: What about the second part of that?

Mr. Fraley: We don't believe that will happen. That is only if we call them after this meeting and they send us the contract and include costs that were not reflected in their bid. Then we reserve the right to negotiate with the second bidder. We don't perceive that happening we put that in there as a safety factor.

It was moved by Mr. Martin, and seconded by Mr. Dugan, that the resolution be adopted as introduced and read.

On the question, roll was called with the following results:

Ayes: Patricia E. Mickel, Sean Dugan, James E. Martin

Nays: None

***Amendment to Resolution #7937***

Patricia E. Mickel introduced the following resolution:

#7946 BE IT RESOLVED BY THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF ERIE THAT THE PROPER AUTHORITY OFFICIALS ARE AUTHORIZED AND DIRECTED TO AMEND RESOLUTION #7937 APPROVING A CONTRACT WITH THE JOHN F. KENNEDY CENTER TO PROVIDE COMMUNITY SERVICES PROGRAM AND AFTER-SCHOOL AND SUMMER YOUTH PROGRAM AT HARBOR HOMES ANNEX, EASTBROOK, AND SCATTERED SITES FOR A 12-MONTH PERIOD COMMENCING NOVEMBER 1, 2021, THROUGH OCTOBER 31, 2022, TO NOW READ FOR A 12 MONTH PERIOD COMMENCING DECEMBER 1, 2021, THROUGH NOVEMBER 30, 2022.

Mr. Fraley: That is because last year we extended the contract by one month and did not take that into account when we put out the bids. Our current contract with the John F. Kennedy Center goes through November 30, 2021, so we would start the new contract that the board approved last month on December 1, 2021 and go through November 30, 2022.

It was moved by Mr. Dugan, and seconded by Mr. Martin, that the resolution be adopted as introduced and read.

On the question, roll was called with the following results:

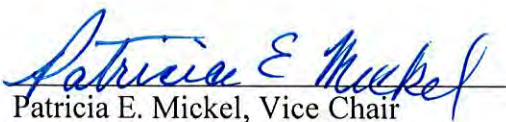
Ayes: Patricia E. Mickel, Sean Dugan, James E. Martin

Nays: None

Mr. Fraley: I would like to congratulate the Housing Authority staff on our annual United Way campaign. We increased our giving for the 24<sup>th</sup> consecutive year. They consider you a Gold giver if your employees are per capita giving \$90.00 per employee. Our per capita per employee is \$398.28. Congratulations to our staff for their commitment to United Way. Of our 77 employees, 75 of them contributed.

I'd like to wish everyone a very healthy, happy, safe, and hopefully getting together with each other Thanksgiving.

There being no other comments, the meeting was adjourned upon proper motion at 1:30 p.m.

  
Patricia E. Mickel, Vice Chair

  
Michael R. Fraley, Executive Director and Secretary