

THE HOUSING AUTHORITY OF THE CITY OF ERIE

Minutes – October 23, 2023 – 1:15 p.m., DST

The Housing Authority of the City of Erie met at 1:15 p.m., on Monday, October 23, 2023, at 606 Holland Street.

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
Ned Smith
Donald J. Fuhrmann, Jr.

Absent

Bishop Dwane Brock
Sean Dugan

Also in Attendance

Michael R. Fraley, *Executive Director and Secretary*
Timothy M. Sennett, Esquire, *Solicitor*
Robin Bambauer, *Administrative Assistant*
Jennifer Sheldon, *Associate Director of Compliance*

Roxane Stovall, *HCV Assistant Coordinator*
Beverly Thorne, *Manager*
Cynthia Grayson, *Manager*
Elizabeth Twohig, *Manager*
Maggie Villa, *Manager*

AMENDMENTS TO THE AGENDA

None

COMMENTS FROM CITIZENS

None

MINUTES OF SEPTEMBER 25, 2023 MEETING

Patricia E. Mickel introduced the following resolution:

#8131 BE IT RESOLVED BY THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF ERIE THAT THE MINUTES OF THE SEPTEMBER 25, 2023 REGULAR MEETING OF THE AUTHORITY ARE HEREBY APPROVED AS MAILED.

It was moved by Ned Smith, and seconded by Donald J. Fuhrmann, Jr., that the resolution be adopted as introduced and read.

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

Ayes: Patricia E. Mickel, Ned Smith, Donald J. Fuhrmann, Jr.

Nays: None

DISBURSEMENTS FOR SEPTEMBER 2023

Patricia E. Mickel introduced the following resolution:

#8132 BE IT RESOLVED BY THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF ERIE THAT THE DISBURSEMENTS FOR SEPTEMBER 2023, COPIES OF WHICH WERE FORWARDED TO THE MEMBERS AND COUNSEL PRIOR TO THIS MEETING, ARE HEREBY ACCEPTED.

It was moved by Ned Smith, and seconded by Donald J. Fuhrmann, Jr., that the resolution be adopted as introduced and read.

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

Ayes: Patricia E. Mickel, Ned Smith, Donald J. Fuhrmann, Jr.

Nays: None

PUBLIC HOUSING/SECTION 8 PROGRAMS

2024 Utility Allowances:

Mr. Fraley: This is a yearly requirement from HUD. We have an outside group that does the study, and they recommend the prices. We saw a decent increase in the cost of electricity and a decrease in the cost of natural gas and that caused it to be pretty much a wash for the residents. This is for the utility allowances they receive in the scattered sites and Ostrow Apartments.

Patricia E. Mickel introduced the following resolution:

#8133 BE IT RESOLVED BY THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF ERIE THAT THE PUBLIC HOUSING AND SECTION 8 UTILITY ALLOWANCES ARE ADJUSTED IN ACCORDANCE WITH THE ATTACHED SCHEDULE PREPARED BY NORTHEASTERN UTILITY CONSULTANTS, LLC, EFFECTIVE FEBRUARY 1, 2024.

It was moved by Ned Smith, and seconded by Donald J. Fuhrmann, Jr., that the resolution be adopted as introduced and read.

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

Ayes: Patricia E. Mickel, Ned Smith, Donald J. Fuhrmann, Jr.

Nays: None

BIDS & PROPOSALS RECEIVED

Gutter Cleaning at Various Locations

Mr. Fraley: This is for gutter cleaning at various locations. We received a partial bid from Hoffman United and bids from Bauer Ventures, A-Team Pressure Washing and Empire Snow Management. We are recommending to the Board that they accept the low bid for each one of the sites. Bauer Ventures was the low bid for AMP 1, AMP 3, Erie Heights, C. Ted Dombrowski, Better Housing East and Better Housing West. A-Team Pressure Washing was the low bid for AMP 2, AMP 4 and Better Housing Old. We are recommending that we accept all the low bids. We did Debarments and checked the references on all of them.

Patricia E. Mickel introduced the following resolution:

#8134 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 BAUER VENTURES, INC. DBA BAUER SPECIALTY THE LOW RESPONSIBLE BIDDER, FOR GUTTER CLEANING AT AMP 1, AMP 3, ERIE HEIGHTS, C. TED DOMBROWSKI, BETTER HOUSING EAST AND BETTER HOUSING WEST AT A COST NOT TO EXCEED \$69,434.19; AND A-TEAM PRESSURE WASHING THE LOW RESPONSIBLE BIDDER FOR AMP 2, AMP 4 AND BETTER HOUSING OLD AT A COST NOT TO EXCEED \$38,980.00. SEE ATTACHED PRICING. THE HOUSING AUTHORITY OF THE CITY OF ERIE RESERVES THE OPTION TO RENEW FOR AN ADDITIONAL ONE (1) YEAR PERIOD.

<u>Bauer Ventures</u>	<u>2023</u>	<u>2024</u>
Amp 1	\$30,948.40	\$32,495.83
Amp 3	\$25,981.38	\$27,280.45
Erie Heights	\$8,892.02	\$9,336.62
C. Ted Dombrowski	\$1,945.13	\$2,042.39
Better Housing East	\$833.63	\$875.31
Better Housing West	\$833.63	\$875.31
<u>A-Team Pressure Washing</u>	<u>2023</u>	<u>2024</u>
Amp 2	\$28,000.00	\$28,000.00
Amp 4	\$10,660.00	\$10,660.00
Better Housing Old	\$320.00	\$320.00

It was moved by Ned Smith, and seconded by Donald J. Fuhrmann, Jr., that the resolution be adopted as introduced and read.

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

Ayes: Patricia E. Mickel, Ned Smith, Donald J. Fuhrmann, Jr.

Nays: None

Snow Removal at Various Locations

Mr. Fraley: This is for snow removal at various locations. We received three bids from Kunco Landscape, Inc., JMC Landscaping and Empire Snow Management. Last year it was Kunco at two sites and JMC at two sites. This year Kunco was the low bidder at all four sites. Last year we paid \$71,525.00 for the four sites. Kunco's bid this year is \$46,600.00 for all four sites. We are recommending that we accept Kunco as the low bidder.

Patricia E. Mickel introduced the following resolution:

#8135 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 KUNCO LANDSCAPE, INC., THE LOW RESPONSIBLE BIDDER, FOR SNOW REMOVAL AT VARIOUS LOCATIONS, AT A COST NOT TO EXCEED \$46,600 WITH THE OPTION TO RENEW FOR AN ADDITIONAL ONE (1) YEAR PERIOD.

	<u>2023</u>	<u>2024</u>
Schmid Towers	\$12,880.00	\$13,280.00
Friendship	\$11,000.00	\$11,340.00
Ostrow	\$11,180.00	\$11,520.00
Curry/Schell	\$11,540.00	\$11,900.00

It was moved by Ned Smith, and seconded by Donald J. Fuhrmann, Jr., that the resolution be adopted as introduced and read.

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

Ayes: Patricia E. Mickel, Ned Smith, Donald J. Fuhrmann, Jr.

Nays: None

Security Services at Friendship Apartments and Schmid Towers

Mr. Fraley: We received three bids for Security Services at Friendship Apartments and Schmid Towers. Dusti Dennis and Elizabeth Twohig and I interviewed all three groups. We are recommending that the Board approve Fisher Security Services at a cost not to exceed \$145,600. It will provide unarmed security guards at Schmid Towers and Friendship from 8:00 pm to 4:00 am Monday through Sunday. You can see on the page that we scored each one and then there is a blended score of 91 for Fisher, 81 for Allied and 74 for A&A.

Patricia E. Mickel introduced the following resolution:

#8136 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 FISHER SECURITY THE HIGHEST SCORING RESPONSIBLE BIDDER FOR SECURITY SERVICES AT FRIENDSHIP APARTMENTS AND SCHMID TOWERS APARTMENTS, AT A COST NOT TO EXCEED \$145,600.00.

It was moved by Ned Smith, and seconded by Donald J. Fuhrmann, Jr., that the resolution be adopted as introduced and read.

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

Ayes: Patricia E. Mickel, Ned Smith, Donald J. Fuhrmann, Jr.

Nays: None

AFFORDABLE HOUSING MONTH

Mr. Fraley: This is asking the Board to recognize that every month is affordable housing month, and that affordable housing month nationwide will be next month. Right now, we are serving 3,175 families and have over 1,200 people on our waiting list. We are asking for a resolution from the Board recognizing that every month is affordable housing month.

Patricia E. Mickel introduced the following resolution:

#8137 WHEREAS, THE AUTHORITY PROVIDES AFFORDABLE HOUSING TO 3,175 FAMILIES, AND OUR WAITING LISTS STILL CONTAIN OVER 1,200 ELIGIBLE FAMILIES.

BE IT RESOLVED BY THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF ERIE THAT THE AUTHORITY RECOGNIZES THAT EVERY MONTH IS "AFFORDABLE HOUSING" MONTH, AND THAT THE AUTHORITY IS COMMITTED TO MAXIMIZE THE AVAILABLE HOUSING FUNDS TO ASSURE THAT WE PROVIDE SAFE AND AFFORDABLE HOUSING TO AS MANY ERIE CITIZENS IN NEED AS POSSIBLE.

It was moved by Ned Smith, and seconded by Donald J. Fuhrmann, Jr., that the resolution be adopted as introduced and read.

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

Ayes: Patricia Mickel, Ned Smith, Donald J. Fuhrmann, Jr.

Nays: None

COMMUNITY HEALTH NET DENTAL CLINIC LEASE RENEWAL

Mr. Fraley: We are asking the Board to approve a 5-year lease with Community Health Net for space at 2110 East 10th Street. We have a Dental office there in partnership with Community Health Net for going on seven years. We are asking the Board to extend a lease for an additional 5 years beginning November 1, 2023, through October 31, 2028. They fund all the services provided and we assist with the utilities and maintenance.

Patricia E. Mickel introduced the following resolution:

#8138 BE IT RESOLVED THAT THE PROPER AUTHORITY OFFICIALS ARE AUTHORIZED AND DIRECTED TO ENTER INTO A LEASE AGREEMENT WITH COMMUNITY HEALTH NET FOR SPACE AT 2110 EAST 10TH STREET, AT THE JOHN E. HORAN GARDEN APARTMENTS, FOR A FIVE-YEAR PERIOD COMMENCING NOVEMBER 1, 2023 THROUGH OCTOBER 31, 2028 FOR THE PURPOSE OF OFFERING LICENSED DENTAL SERVICES.

It was moved by Ned Smith, and seconded by Donald J. Fuhrmann, Jr., that the resolution be adopted as introduced and read.

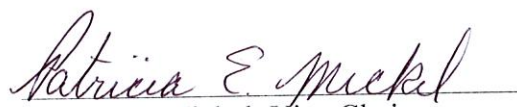
On the question, roll was called with the following results:

Ayes: Patricia Mickel, Ned Smith, Donald J. Fuhrmann, Jr.

Nays: None

Mr. Fraley: The only other thing that we have today is the story board for our food insecurity programs. In any given month, we provide some kind of food staple to over 500 individuals and families. I'll give you a good example of how this has been going. At Eastbrook, we started out serving 50 boxes about 6 months ago and now we are up to 140. In these boxes are produce, meat items, desserts. There are only about 80 families at Eastbrook, so we are serving the whole general vicinity now. We are very happy with how this is going. The second group is the Erie Food Rescue Program. They are all volunteers. They get a call from Get Go saying they have prepared food they would like to donate. They bring it to Schmid and may have 40 to 50 people show up and they can choose 3 to 4 items like subs, pizza. Food items they can cook that night. At the bottom is the Widget turkey give away. Widget has been doing this for seven or eight years. These pictures were all taken last Thursday at Eastbrook, you can see one of our police officers assisting a woman and her son deliver the food to their home, you can't beat that kind of service. We have been nominated for a Belamy Award for this program which is the State award for the Pennsylvania Association of Housing and Redevelopment. We did win a NAHRO National Award of Merit for this, we will know Wednesday if we won the PHARA State award.

There being no other comments, the meeting was adjourned upon proper motion at 1:24 p.m.


Patricia E. Mickel, Vice Chair


Michael R. Fraley, Executive Director and Secretary