

# THE HOUSING AUTHORITY OF THE CITY OF ERIE

## Minutes – December 18, 2025 – 1:15 p.m., DST

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The Housing Authority of the City of Erie met at 1:15 p.m., on Thursday, December 18, 2025, at 606 Holland Street.

The meeting was called to order by the Chair, Archbishop Dwane Brock, and, upon roll call, those present and absent were as follows:

### Present

Archbishop Dwane Brock  
Patricia E. Mickel  
Ned Smith  
Sean Dugan  
Donald J. Fuhrmann, Jr.

### Absent

NONE

### Also in Attendance

Dusti Dennis, <i>Executive Director and Secretary</i>	Illuminada Palermo, <i>Assoc. Director of Capital Projects/Modernization Coordinator</i>
Timothy M. Sennett, <i>Esquire, Solicitor</i>	Beverly Thorne, <i>Manager</i>
Cherie Kinem, <i>Deputy Director</i>	Cynthia Grayson, <i>Manager</i>
Linda Lewis, <i>Controller</i>	Masume Turco, <i>Manager</i>
Robin Bambauer, <i>Administrative Assistant</i>	Stacie Sullivan, <i>Section 8 Coordinator</i>
Karen Carneval, <i>Accounting</i>	Elizabeth Twohig, <i>Manager</i>
Laurie Rocco, <i>Purchasing Agent</i>	Daniel Potalivo, <i>Maint. Superintendent</i>
Kristen Repelewski, <i>Manager</i>	Chanel Caljean, <i>Citizen</i>
Jennifer Sheldon, <i>Assoc. Director of Compliance</i>	

### AMENDMENTS TO THE AGENDA

None

### COMMENTS FROM CITIZENS

None

### MINUTES OF NOVEMBER 24, 2025 MEETING

Archbishop Dwane Brock introduced the following resolution:

#8366 BE IT RESOLVED BY THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF ERIE THAT THE MINUTES OF THE NOVEMBER 24, 2025 REGULAR MEETING OF THE AUTHORITY ARE HEREBY APPROVED AS MAILED.

It was moved by Ned Smith, and seconded by Patricia E. Mickel, that the resolution be adopted as

introduced and read.

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

*Ayes:* Archbishop Dwane Brock, Patricia E. Mickel, Ned Smith, Sean Dugan, Donald J. Fuhrmann, Jr.

*Nays:* None

## **DISBURSEMENTS FOR NOVEMBER 2025**

Archbishop Dwane Brock introduced the following resolution:

#8367 BE IT RESOLVED BY THE BOARD OF THE HOUSING AUTHORITY OF THE CITY OF ERIE THAT THE DISBURSEMENTS FOR NOVEMBER 2025, 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 Patricia E. Mickel, that the resolution be adopted as introduced and read.

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

*Ayes:* Archbishop Dwane Brock, Patricia E. Mickel, Ned Smith, Sean Dugan, Donald J. Fuhrmann, Jr.

*Nays:* None

## **PERSONNEL**

No action

## **CONSOLIDATED**

### ***2026 Agency Plan Recommendation, Approval and Submission***

Ms. Dennis: We have completed our 2026 agency planning process. We met with our residents, we met with our resident advisory board and we had our agency plan hearing. We are now asking for the board to approve the submission of this plan, which will be submitted on or before January 16, 2026.

Archbishop Dwane Brock introduced the following resolution:

#8368 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 SIGN THE ATTACHED STANDARD PHA PLAN/PHA CERTIFICATIONS OF COMPLIANCE FORM HUD-50077, FOR THE HOUSING AUTHORITY OF THE CITY OF ERIE'S 2026 AGENCY PLAN.

BE IT ALSO RESOLVED THAT THE PLAN IS APPROVED FOR SUBMISSION TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT ON OR BEFORE JANUARY 16, 2026.

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

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

**Ayes:** Archbishop Dwane Brock, Patricia E. Mickel, Ned Smith, Sean Dugan, Donald J. Fuhrmann, Jr.

**Nays:** None

***Motion to Approve 2026 Legal fees***

Ms. Dennis: This is for a motion to approve the increase in legal fees for the 2026 year. We are currently in year two of five of our legal contract with the Knox Law firm. That increase will be from \$195/hour to \$200/hour.

A motion was made by Ned Smith and seconded by Donald J. Fuhrmann, Jr. that motion for an increase be accepted

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

**Ayes:** Archbishop Dwane Brock, Patricia E. Mickel, Ned Smith, Sean Dugan, Donald J. Fuhrmann, Jr.

**Nays:** None

***Approval to Create an Assistant Purchasing Agent Position***

Ms. Dennis: We are requesting approval to create a position which would be located at our central maintenance office. This will be for an Assistant Purchasing Agent. It will be an administrative position that will work directly with our purchasing agent.

A motion was made by Patricia E. Mickel and seconded by Ned Smith that motion for an Assistant Purchasing Agent position be accepted.

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

**Ayes:** Archbishop Dwane Brock, Patricia E. Mickel, Ned Smith, Sean Dugan, Donald J. Fuhrmann, Jr.

**Nays:** None

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

### ***Amendment of Resolution #8363 Award of Contract with Multicultural Community Resource Center to correct Contract Dates.***

Ms. Dennis: This is an amendment to Resolution #8363 that the Board passed at the November meeting awarding a Contract to the Multicultural Community Resource Center. We are asking to correct the dates. Last year, we extended their contract by a month, so their contract began in January. We are now amending that resolution to correct the dates on the Contract to begin January 1, 2026 and go through December 31, 2026.

Archbishop Dwane Brock introduced the following resolution:

#8369 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 #8363 APPROVING A CONTRACT WITH THE WITH THE MULTICULTURAL COMMUNITY RESOURCE CENTER TO PROVIDE FAMILY SUPPORT CENTER/SERVICES AT THE JOHN E. HORAN GARDEN APARTMENTS, TO NOW READ FOR A 12 MONTH PERIOD COMMENCING JANUARY 1, 2026 THROUGH DECEMBER 31, 2026 IN AN AMOUNT NOT TO EXCEED \$175,110.00

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 \$57,232.00. THE TOTAL COST OF THE CONTRACT IS \$232,342.00

It was moved by Sean Dugan 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:** Archbishop Dwane Brock, Patricia E. Mickel, Ned Smith, Sean Dugan, Donald J. Fuhrmann, Jr.

**Nays:** None

## **BIDS & PROPOSALS RECEIVED**

### ***Fire Damage Repairs at 318 East 17<sup>th</sup> Street, #5***

Ms. Dennis: This is for the fire damage at 318 East 17<sup>th</sup> Street, #5. We have submitted this to our insurance, and we received bids for this Contract. The lowest bid received was from Rules Construction in the amount of \$142,380. We are requesting that the Board approve that contract.

Archbishop Dwane Brock introduced the following resolution:

#8370 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 RULES CONSTRUCTION LLC., THE LOW RESPONSIBLE BIDDER FOR FIRE DAMAGE REPAIRS AT 318 EAST 17<sup>TH</sup> STREET, #5 AT A COST NOT TO EXCEED \$142,380.

It was moved by Patricia E. Mickel and seconded by Ned Smith that the resolution be adopted as introduced and read.

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

**Ayes:** Archbishop Dwane Brock, Patricia E. Mickel, Ned Smith, Sean Dugan, Donald J. Fuhrmann, Jr.

**Nays:** None

### ***Floor Replacement at Various Locations***

Ms. Dennis: This is for floor replacement at various locations which would be our family developments. We received two bids, one from Konkol Construction and the other from Long Property Management. Konkol Construction was the low bidder. We are asking the Board for approval to award the bid for floor replacement at various locations to Konkol Construction.

Archbishop Dwane Brock introduced the following resolution:

#8371 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 LOW RESPONSIBLE BIDDER, KONKOL CONSTRUCTION LLC. FOR FLOOR REPLACEMENT AT VARIOUS LOCATIONS FOR A 12-MONTH PERIOD COMMENCING JANUARY 1, 2026, THROUGH DECEMBER 31, 2026, WITH AN OPTION TO RENEW FOR A SECOND YEAR STARTING JANUARY 1, 2027, THROUGH DECEMBER 31, 2027, AT A COST NOT TO EXCEED THE LISTED SQUARE FOOT COST.

<b><u>Square Foot Cost – Vacant Units</u></b>	<b><u>2026</u></b>	<b><u>2027</u></b>
Bathroom Floor	\$27.00	\$29.00
Bathroom Floor on Concrete	\$19.00	\$21.00
Planking Floor	\$10.95	\$12.00
Planking Floor on Concrete	\$ 8.95	\$10.00

<b><u>Square Foot Cost – Occupied Units</u></b>	<b><u>2026</u></b>	<b><u>2027</u></b>
Same as listed above.		

It was moved by Patricia E. Mickel and seconded by Sean Dugan that the resolution be adopted as introduced and read.

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

*Ayes:* Archbishop Dwane Brock, Patricia E. Mickel, Ned Smith, Sean Dugan, Donald J. Fuhrmann, Jr.

*Nays:* None

***Floor Replacement at HACE Apartment Buildings***

Ms. Dennis: This is for floor replacement at the high-rise buildings. Again, we received two bids, one from Konkol Construction and one from Long Property Management. The low bid for this project came from Long Property Management. We are asking the Board for approval to award the Contract for the High-Rise buildings to Long Property Management.

Archbishop Dwane Brock introduced the following resolution:

#8372 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 LOW RESPONSIBLE BIDDER, LONG PROPERTY MANAGEMENT AND MAINTENANCE LLC. FOR FLOOR REPLACEMENT AT HACE APARTMENT BUILDINGS FOR A 12-MONTH PERIOD COMMENCING JANUARY 1, 2026, THROUGH DECEMBER 31, 2026, WITH AN OPTION TO RENEW FOR A SECOND YEAR STARTING JANUARY 1, 2027, THROUGH DECEMBER 31, 2027, AT A COST NOT TO EXCEED THE LISTED SQUARE FOOT COST.

<b>Ostrow Apartments &amp; Curry Schell</b>	<b>2026</b>	<b>2027</b>
<b>Vacant Unit:</b>		
Bathroom Floor on Concrete	\$19.00 sq. ft.	\$20.00 sq. ft.
Planking Floor on Concrete	\$8.00 sq. ft.	\$9.00 sq. ft.
<b>Occupied Unit :</b>		
Bathroom Floor on Concrete	\$20.00 sq. ft.	\$21.00 sq. ft.
Planking Floor on Concrete	\$9.00 sq. ft.	\$10.00 sq. ft.

<b>Schmid Towers and Friendship Apt. (Wage Rate)</b>	<b>2026</b>	<b>2027</b>
Vacant Unit:		
Bathroom Floor on Concrete	\$20.00 sq. ft.	\$21.00 sq. ft.
Planking Floor on Concrete	\$9.50 sq. ft.	\$10.50 sq. ft.
Occupied Unit :		
Bathroom Floor on Concrete	\$21.00 sq. ft.	\$22.00 sq. ft.
Planking Floor on Concrete	\$10.50 sq. ft.	\$11.50 sq. ft.

It was moved by Ned Smith and seconded by Patricia E. Mickel that the resolution be adopted as introduced and read.

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

*Ayes:* Archbishop Dwane Brock, Patricia E. Mickel, Ned Smith, Sean Dugan, Donald J. Fuhrmann, Jr.

*Nays:* None

***Project 25-4: Refurbish Bathrooms at Harbor Homes and John E. Horan Garden Apartments***

Ms. Dennis: This is our recommendation for Project 25-4 with is to refurbish bathrooms at Harbor Homes and the John E. Horan Garden Apartments. The is for a total of 92 bathrooms at Harbor Homes and 56 bathrooms at John E. Horan Garden Apartments. We received five bids from Fuller Building Group, Gibraltar Construction Company, Graham Construction, TIP Construction and Konkol Construction who had the lowest bid at 1.79 million.

Archbishop Dwane Brock introduced the following resolution:

#8373 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 KONKOL CONSTRUCTION LLC., THE LOW RESPONSIBLE BIDDER FOR PROJECT 25-4: REFURBISH BATHROOMS AT HARBOR HOMES AND JOHN E. HORAN GARDEN APARTMENTS AT A COST NOT TO EXCEED \$1,790,000.00.

It was moved by Ned Smith, and seconded by Patricia E. Mickel, that the resolution be adopted as introduced and read.

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

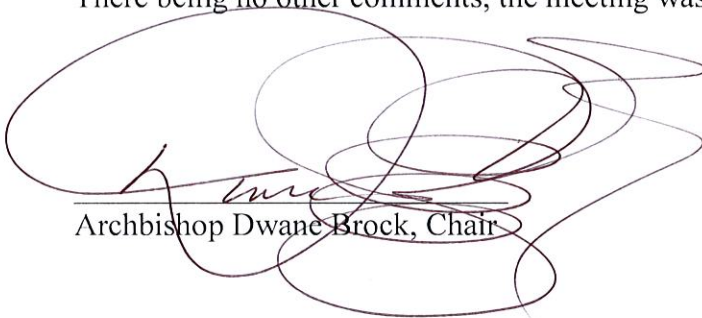
*Ayes:* Archbishop Dwane Brock, Patricia E. Mickel, Ned Smith, Sean Dugan, Donald J. Fuhrmann, Jr.

*Nays:* None

Archbishop: I am representing the Housing Authority today as we are happy but somewhat sad today. This is the last official meeting of our dear solicitor who has assisted us in many areas. We pray that he and his family will have many many years of blessings and prosperity. We wanted to present you with this little token of our appreciation.

We would like to wish everyone a Merry Christmas and a Happy New Year along with good health and good wealth.

There being no other comments, the meeting was adjourned upon proper motion at 1:32 p.m.



Archbishop Dwane Brock, Chair



Dusti Dennis, Executive Director and Secretary