

ALLENTOWN HOUSING AUTHORITY

REGULAR BOARD MEETING

June 24, 2020

The Board of Commissioners was called to order by Mr. Senderowitz, and upon Roll Call, those present and absent were as follows:

PRESENT:	Mr. Donald Senderowitz	Chairman
	Mr. Fred Bañuelos (by phone)	Vice Chairman
	Mr. Julio Guridy (by phone)	Treasurer (at 10:00am)
	Ms. Sandra Barnes (by phone)	Secretary
	Mr. Zachary Matthews (by phone)	Assistant Treasurer

Also participating in the Board Meeting were Mr. Daniel R. Farrell, Executive Director; by phone were Mr. Lou Day, Director of Maintenance Operations; Ms. Melissa Aclo, Social Services Director; Mr. Eric Reinert, Comptroller and Mr. Christian Perrucci, Esquire. Due to the COVID-19 pandemic, everyone participated in the meeting via Zoom conference call. The meeting information was posted so members of the general public could participate.

The board meeting started at 9:10 am with Mr. Senderowitz asking for the roll call.

PUBLIC COMMENTARY

Mr. Senderowitz started by stating the call in number for the meeting was posted in the office for anyone who wanted to participate and there were no responses.

Mr. Farrell introduced Rich Carroll to discuss Constellation Energy. Mr. Farrell stated Mr. Carroll is a consultant that has helped the AHA to understand the energy contract with Constellation Energy. Mr. Carroll reviewed his outline of the EPC contract that was Phase 2 in 2014. He explained what Constellation guaranteed in annual savings to cover the annual project costs. He reviewed with the Board adjustments that Constellation was not contractually permitted to make. Mr. Carroll stated that Constellation reports for 2015, 2016, and 2017 reports were incorrect and did not achieve savings. As a result of this, Constellation agreed and paid the AHA a good faith payment of \$100,000 for this shortfall. He told the Board that we have asked them to project out for the rest of the term to 2027 what they believe will be the shortfall and offer the AHA a payment for both prior shortfalls and projected shortfalls. Mr. Farrell was tasked by the Board to discuss this with the AHA solicitor and develop a strategy to negotiate with Constellation.

APPROVED MINUTES

Mr. Senderowitz asked for a motion to approve the minutes of the May 27, 2020 Board meeting. A motion was made by Mr. Matthews and seconded by Ms. Barnes to approve the Board minutes.

Ayes 4 – Senderowitz, Bañuelos, Matthews, Barnes
Nays 0

BILLS AND TREASURER’S REPORT

Mr. Senderowitz asked Mr. Reinert to review with the Board the financials for May for this meeting. He began with Conventional Housing, which had net income and also Central Office had net income. He continued with the NSA’s which had net income as well as Section 8. He reviewed Cumberland Phase 1 which had net loss; Phase 2 had net income as did Phase 3. He reviewed year to date financials and reported that Conventional Housing had net income and Central Office had net loss. He continued with the NSA’s and Section 8 which both had net income. Cumberland Phase 1, Phase 2 and Phase 3 had net incomes. Mr. Bañuelos asked about the CARES Act money and Mr. Reinert replied that we are meeting to go over expenditures made after March 27 through the present that AHA did not code COVID and to recoup that before the end of the fiscal year. He stated other area we are going to look at is payroll for those who worked during the COVID time period and use some of that fund to draw down monies for payroll. The Board discussed investments and CD’s that have future maturity dates. Mr. Senderowitz discussed the check register with Board members and Mr. Reinert discussed the Housing Choice Voucher report and the 2-Year Tool with the Board.

Mr. Senderowitz asked for a motion to approve the financials for May and the motion was made by Mr. Bañuelos and seconded by Mr. Matthews to approve the reports.

Ayes 5 – Senderowitz, Bañuelos, Guridy, Matthews, Barnes
Nays 0

COMMUNICATION REPORT

Mr. Farrell discussed the unpaid rent summary in his report and stated we have a 25% rate of unpaid rent through mid June. He told the Board he has asked the managers to reach out to residents to find out why they are not paying rent and to remind them that when the moratorium ends, we will resume processing filing for non-payment of rent. Mr. Farrell discussed the annual income certifications with the Board and reported the status of current and future certifications. He gave an update on the Reid Hotel by stating there are six residents who want vouchers and four that want to go to Episcopal House. He stated that HUD is waiting for a few documents from us and that their review of the Reid Hotel is progressing.

Mr. Lou Day reviewed his Construction Report stating we are working on outreach to minority contractors and currently we are procuring an office cleaning project that we have received a lot of interest in from several minority businesses as well as women owned businesses that are going to submit bids.

Ms. Aclo discussed her report and that resident phone calls will be starting next week. These phone calls will provide residents with information regarding COVID health services, voter registration, mail-in ballots and Census updates.

Mr. Perrucci discussed his Solicitor report and stated we are working with Constellation to get the updated reimbursement for the miscalculation of the Measurement & Verification report.

UNFINISHED BUSINESS

Mr. Senderowitz asked Mr. Farrell about the RFQ for an attorney for labor negotiations. Mr. Farrell stated he is still working on the RFQ for the labor negotiations. Mr. Senderowitz reminded the Board that there are only about six months left before the contract expires on December 31.

NEW BUSINESS

Resolution 2586 – Approve Operating Budget for Fiscal Year Ending June 30, 2021

A motion was made by Mr. Guridy and seconded by Ms. Barnes to approve the resolution. Mr. Reinert explained this budget is showing a profit and we are doing well. Mr. Reinert asked the Board if he should make any changes or adjustment to the budget. The Board said the budget should not show too much excess funds and Mr. Reinert said he would make some adjustments.

Ayes 5 – Senderowitz, Bañuelos, Guridy, Matthews, Barnes
Nays 0

Resolution 2587 – Write-Off of Uncollectible Accounts

Mr. Farrell explained we are going to table this resolution until next month.

Resolution 2588 – Approve AHA Scholarship Awards for 2020-2021

A motion was made by Mr. Guridy and seconded by Mr. Matthews to approve the resolution. Ms. Aclo stated there were five new scholarship applications and the other five are renewal scholarships.

Ayes 5 – Senderowitz, Bañuelos, Guridy, Matthews, Barnes
Nays 0

Resolution 2589 – Approve Procurement Policy Amendment

A motion was made by Ms. Barnes and seconded by Mr. Guridy to approve the resolution. Mr. Farrell explained this reflects the state’s increase in the bid threshold.

Ayes 5 – Senderowitz, Bañuelos, Guridy, Matthews, Barnes
Nays 0

Resolution 2590 – Approve Amendment to AHA Management Policies

Mr. Farrell explained we are going to table this resolution until next month.

A motion was made by Mr. Guridy to go into Executive Session at 11:25am and seconded by Mr. Matthews.

Ayes 5 – Senderowitz, Bañuelos, Guridy, Matthews, Barnes
Nays 0

A motion was made to adjourn the meeting by Mr. Matthews and seconded by Ms. Barnes. The meeting ended at 11:31am.

Ayes 5 – Senderowitz, Bañuelos, Guridy, Matthews, Barnes
Nays 0

ATTEST _____