

ALLENTOWN HOUSING  
AUTHORITY

REGULAR BOARD MEETING  
July 26, 2023

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

PRESENT:	Mr. Donald Senderowitz	Chairperson
	Ms. Sandra Barnes	Vice-Chairperson
	Mr. Zachary Matthews	Treasurer
	Mr. Fred Bañuelos	Secretary

Also participating in the Board Meeting were Julio A. Guridy, Executive Director, Arelis Torres, Executive Secretary; Aida Núñez, Director of Housing Management; Megan Solt, Comptroller; Doryan Campo, Director of Compliance, and Christian Perrucci, Esquire. Also in attendance were Lillian Bernstein and Sara Vigneri of the Allentown Voice. The meeting information was posted so members of the general public could participate in-person.

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

PUBLIC COMMENTARY

Mr. Senderowitz introduced Lillian Bernstein and Sara Vigneri of the Allentown Voice. They had questions regarding the Little Lehigh Project. Specifically, they wanted to know if there was ARPA Funding given for the Little Lehigh Project and how much was granted if any. Mr. Senderowitz responded and informed them that there was no ARPA Funding but Allentown Housing Authority received Home Funds instead. Ms. Bernstein then asked if we would attempt again for ARPA funding and Mr. Matthews responded that at this time we would not request for the Little Lehigh Project as we received the funding needed from another source. He then indicated we would request it again if needed for future projects.

APPROVED MINUTES

Mr. Senderowitz asked for a motion to approve the minutes of the June 28, 2023 Board Meeting. Ms. Barnes made the motion and Mr. Matthews second the motion to approve the Board minutes.

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

BILLS AND TREASURER’S REPORT

Ms. Megan Solt reviewed with the Board the June financials for this meeting and reviewed the Treasurer's Report and the Cash and Investment reports for each property. She also reviewed the check register and Section 3 Report. She provided the Board with a Section 3 Fiscal Year Comparative Report, which displayed an overview of FY 2022 compared to FY 2023. Ms. Solt then answered the Board's questions.

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

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

Due to not having a quorum at the time, the Board was unable to approve the financials for May. Mr. Senderowitz asked for a motion to approve the financials for May. Ms. Barnes made a motion and it was seconded by Mr. Bañuelos to approve.

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

#### COMMUNICATION REPORT

Mr. Julio Guridy began by discussing the Gross Towers fire loss incident that took place on June 13, 2023. The fire caused significant water damage and temporary displacement of some residents. Those residents are all back in their units as remediation has been completed in those units. Mr. Guridy mentioned that the costs were estimated to be well over \$300,000 in which the insurance will be reimbursing. Ms. Solt added that the estimated costs for relocation services were a little over \$30,000, which will also be included in the claim. Mr. Guridy also indicated that there is a hearing scheduled on August 4, 2023 at Lehigh County Courthouse against the person responsible for this incident. Mr. Bañuelos thanked all of the AHA staff who assisted with this incident for their hard work and well-organized response. Ms. Barnes mentioned that many of the tenants might not be aware of renter's insurance coverage. Ms. Núñez responded that tenants are strongly recommended to get renters insurance at the time of lease-up. Mr. Bañuelos suggested bringing in a couple insurance companies and having them educate the tenants on the importance of renters insurance to help them with the costs of such incidents. Mr. Guridy continued by discussing the new health insurance contract with Equinox Benefits Consulting. Mr. Tom Groves and Mr. Matt Schlegel of Equinox provided a presentation to the staff at the Quarterly Staff Meeting on July 11, 2023. They were able to provide a detailed comparison of the current coverage versus the new coverage and staff were receptive to the new health insurance benefits. Mr. Guridy added that he reached out to Tim Fulmer, our current consultant, to see if he would provide better rates but Mr. Fulmer was not able to provide competitive rates. Therefore, AHA has chosen to go with the coverages offered by Equinox. Mr. Guridy included that he has also sought out services for a Human Resources Consultant and is awaiting on a proposal from HR Partner. Mr. Guridy concluded with a brief update to Little Lehigh construction. One of the biggest obstacles is getting the remaining units

vacant. These families have been given ample time and opportunities to move elsewhere and yet have rejected these offers consistently. This project is scheduled for completion in November 2023. He indicated that an RFQ for Phase II has been drafted.

Ms. Aida Núñez reviewed the HCV Reports with the Board including vacancies and unpaid rents. Ms. Núñez answered all of the Board's questions.

#### UNFINISHED BUSINESS

There was no unfinished business.

#### NEW BUSINESS

##### Resolution 2691 – Award Contract for Gross Towers Common Area Hallway HVAC

Mr. Senderowitz asked for a motion to approve the Award Contract for Gross Towers Common Area Hallway HVAC. Mr. Bañuelos made the motion and Mr. Matthews second the motion.

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

##### Resolution 2692 – Write-Off of Uncollectible Accounts

Mr. Senderowitz asked for a motion to approve the Write-off of Uncollectible Accounts. Mr. Bañuelos made the motion and Mr. Matthews second the motion.

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

##### Resolution 2694 - Award Contract for Office Cleaning Services-Admin Office

Mr. Senderowitz asked for a motion to award the contract. Mr. Matthews made the motion and Ms. Barnes second the motion.

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

##### Resolution 2695 - Award Contract for Office Cleaning Services-CGCC & Gym

Mr. Senderowitz asked for a motion to award the contract. Mr. Matthews made the motion and Ms. Barnes second the motion.

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

Resolution 2696 - Award Contract for Office Cleaning Services-Overlook Park Community Building

Mr. Senderowitz asked for a motion to award the contract. Mr. Matthews made the motion and Ms. Barnes second the motion.

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

Mr. Senderowitz asked for a motion at 10:55 am to go into Executive Session. A motion was made by Mr. Matthews and was seconded by Ms. Barnes.

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

A motion was made to end Executive Session by Mr. Matthews and seconded by Ms. Barnes at 11:10 am.

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

A motion was made to adjourn the meeting by Mr. Matthews and seconded by Mr. Bañuelos at 11:10 am.

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

ATTEST \_\_\_\_\_