

HOUSING AUTHORITY OF THE COUNTY OF LACKAWANNA

In Re: Commissioners Regular Meeting

TRANSCRIPT OF PROCEEDINGS

BEFORE: Paul Walker, Chairman
Patrick Padula, Executive Director

DATE: December 9th, 2025

PLACE: Lackawanna County Housing Authority
Administration Building
2019 W. Pine St.
Dunmore, PA 18512

APPEARANCES:

Rocco Valvano, Esquire

MARIA McCOOL

OFFICIAL COURT REPORTER

1 (Pledge of Allegiance.)

2

3 MR. WALKER: Roll call.

4 MR. PADULA: Mr. Walker.

5 MR. WALKER: Present.

6 MR. PADULA: Mr. Dorunda.

7 MR. DORUNDA: Present.

8 MR. PADULA: Mr. Wallis.

9 MR. WALLIS: Present.

10 MR. PADULA: Mrs. Nealon.

11 MS. NEALON: Present.

12 MR. PADULA: Mr. Barrett.

13 MR. BARRETT: Here.

14 MR. PADULA: Mr. Padula is here.

15 Mr. Jackson.

16 MR. JACKSON: Here.

17 MR. PADULA: Attorney Valvano.

18 ATTY. VALVANO: Here.

19 MR. PADULA: Mr. Joe D'Arienzo is
20 here. John Prislupski is absent today and Mrs.
21 Clark is absent tonight. We also have in
22 attendance --

23 MR. FENDYA: Mike Fendya from TEN.

24 MR. ALBRIGHT: And Tony Albright
25 from TEN.

1 MR. PADULA: Thank you, guys, for
2 coming.

3

4 **Approval of Minutes:**

5

6 A motion to accept the minutes of the November 13th,
7 2025 meeting was made by Mr. Dorunda and seconded by
8 Mr. Barrett.

9

10 All Board Members present voted in favor.

11

12 **Approval of Vouchers:**

13

14 A motion to approval the vouchers was made by Mr.
15 Wallis and seconded by Mr. Barrett.

16

17 All Board Members present voted in favor.

18

19 **Public Comment Period:**

20 None.

21

22 **Report of Treasurer:**

23

24 A motion was made by Mr. Dorunda and seconded by Mr.
25 Wallis to accept the Treasurer Report.

1 All Board Members present voted in favor.

2
3 **RESOLUTION #4530**

4
5 Authorizing the Executive Director to enter into an
6 agreement with the Ten Group to proceed with the
7 financing of the Energy Performance Contract Project.

8
9 MR. PADULA: So as you guys know,
10 we've been talking about this a long time.
11 Everybody should be familiar with our Energy
12 Performance Contract and familiar with TEN that
13 we're entering into an agreement with them.

14 We received HUD approval just this
15 week. And tonight I have Michael and Tony here
16 to talk about more about the project and answer
17 any questions that we have or anything that you
18 guys have for us. Do you want to kick it off,
19 Michael?

20 MR. FENDYA: I don't have any
21 questions for the Board, but feel free to ask
22 us some questions about the project.

23 MR. WALLIS: In the resolution, cost
24 not to exceed 10 million. But then our loan is
25 up to 8.7. Where is that one point -- is

1 that -- do we plan to spend the whole 10?

2 MR. FENDYA: No, that's an erroneous
3 difference. There were two different
4 documents. They both had not to exceed amounts
5 in them. And they came together in this one
6 resolution.

7 MR. WALLIS: So we're looking at
8 8.7.

9 MR. FENDYA: 8.225 is the estimate.

10 MR. PADULA: So we now have
11 approval. Rocco we're okay with our deed
12 search.

13 ATTY. VALVANO: DOTs, yes.

14 MR. PADULA: We'll sign an
15 application. We have to send more paperwork
16 back to HUD and then we'll go into a contract
17 with TEN and that work will start.

18 MR. FENDYA: Like Pat said, we
19 received HUD approval for the project. Tonight
20 the Board decides whether or not to pass this
21 resolution authorizing Pat to enter into both
22 the EPC contract which is a construction
23 contract between the Authority and TEN and the
24 loan agreement which is contract between the
25 Authority and Peoples Security.

1 If the resolution is passed, Pat
2 will have the EPC contract signed tomorrow
3 morning. And then as soon as Peoples Security
4 can arrange for a closing on the loan
5 agreements, that will happen in the next week
6 or so.

7 MR. WALKER: And the question, of
8 course is, we're going to get enough savings to
9 pay the --

10 MR. PADULA: So again, we balanced
11 this. We went through this. We're very
12 confident that we're going to get the savings.

13 MS. FENDYA: TEN is on the hook if
14 the savings aren't realized for some reason.
15 We owe you the difference to make up for those
16 payments.

17 MR. PADULA: At one point I will
18 have to submit a measures and verification
19 report annually. They'll provide it to me.
20 I'll certify those savings back to HUD with
21 their -- as they reviewed it and went over it.
22 And then we'll receive those dollars from HUD
23 as an add-on to our subsidy to pay that loan
24 that we eventually receive from the bank.

25 MR. WALKER: And doing this in

1 stages as I understand it too. We're talking
2 about toilets first and --

3 MR. PADULA: We're going to touch on
4 that first right now.

5 MR. ALBRIGHT: Construction
6 schedulewise, what I currently -- and I pretty
7 much had most of the schedule. I just have
8 been kind of shifting dates as we were waiting
9 for contract signature.

10 All of the water conservation
11 measures in the units and the lighting are
12 going to happen in parallel. So we're going to
13 go into all residences and it's going to be a
14 new toilet, new aerators, new shower head and
15 the lighting, one trip in, one trip out.

16 The refrigerators I could not do
17 that with because they could do far more
18 refrigerators than what they could do the
19 lighting and the water conservation.

20 MR. WALKER: What do you mean by
21 that?

22 MR. ALBRIGHT: They could install
23 probably 50 refrigerators a day. So that would
24 unfortunately require a second trip into the
25 residence. But that should be it other than

1 odd, you know, things that would happen to pop
2 up or anything like that.

3 The waterline replacements and
4 repairs, I actually met with them this
5 afternoon again. They gave me a verbal on
6 doing the repairs.

7 MR. WALKER: With whom?

8 MR. FENDYA: Which company?

9 MR. ALBRIGHT: Erosion Protection
10 Services. They could be boots on the ground
11 within two weeks after I give them a --

12 MR. PADULA: I just want to touch
13 that right there. Thank you, Tony. So we know
14 we have water leaks. We're going to go in and
15 patch them first.

16 Can you guys just touch that a
17 little bit? So we're going to stop the leaks.
18 And then we're going to go back and do the full
19 repair to the site.

20 MR. ALBRIGHT: At Kennedy, yeah.

21 MR. PADULA: We know what's going on
22 down there. So we want to get that problem
23 solved and then we'll go ahead and do a full
24 restoration of the whole site. And how long do
25 they think the residents will be without water?

1 MR. ALBRIGHT: On the total line
2 replacement, we're probably thinking less than
3 a day because we're going to come up and we're
4 going to run a parallel line, run a parallel
5 service from the new line to a new curb stop.

6 Once all of those are in, we'll
7 charge the new line and then we'll shut off the
8 curb stop on the old line, tie into the new
9 curb stop and put the required meter in that we
10 have to do to guarantee your savings and
11 compare to your main meter to make sure that
12 there is no future leaks. So you're probably
13 looking at maybe estimate four to six hour
14 shutdown per water meter.

15 MR. PADULA: We'll be prepared for
16 that. Johnny will have a plan. We'll have
17 water on site. We're used to this. We're kind
18 of trained on this. But I just want to bring
19 that up so you guys are aware.

20 So the residents, you know, a little
21 bit of an inconvenience. We're going to give
22 them the letters and it's usually what we do so
23 it's not -- it won't be a bad thing for
24 everyone.

25 MR. WALKER: You're going to meter

1 at the main and then meter at the curbs?

2 MR. ALBRIGHT: We're going to meter
3 at the main. And then we're going to meter in
4 the buildings.

5 MR. WALKER: In the buildings. So
6 when you're saying you are going to the curb
7 stop, curb stop in. Are we using the existing
8 lines or putting in new lines?

9 MR. ALBRIGHT: New line from the
10 curb stop into the building. It will be
11 basically a whole new parallel line, abandon
12 the resting place obviously except for the curb
13 stop because you won't leave that there so
14 there's no confusion if these guys have to rush
15 out and shut a building down quick.

16 MR. WALKER: And your metering
17 should equal.

18 MR. ALBRIGHT: Ideally, yes. And if
19 it doesn't, then that alerts you to a problem.
20 Now, I don't know exactly what is there whether
21 it's a 6 inch meter or 4, 6 or meter right now.

22 As a matter of fact, we're meeting
23 there tomorrow morning to look over that.
24 You're going to put a 5/8th inch meter in a
25 house. They always read a little bit

1 different. You're not going to be dead on
2 exactly gallon for gallon because they're --
3 per PUC, a water meter could be plus or minus 3
4 percent.

5 And usually when you get a larger
6 meter like that, if there is low flow rates,
7 that's harder to detect with the larger meters.
8 So you could get some passthrough. So in
9 realistic, you should actually show more on the
10 meters that are in the units than what's on the
11 main.

12 MR. BARRETT: Tony, everything is
13 new from the curb in --

14 MR. ALBRIGHT: Yes.

15 MR. WALKER: I don't know if this is
16 a consideration. But when you have a home that
17 is not occupied all the time that you have some
18 kind of device that shuts the water off if
19 there's a continuous flow. Are you familiar
20 with that at all?

21 MR. ALBRIGHT: There's flow
22 stoppers, flow savers.

23 MR. WALKER: You're not doing any of
24 them?

25 MR. ALBRIGHT: No.

1 MR. WALKER: Because you're assuming
2 these people are going to be constantly
3 occupying.

4 MR. ALBRIGHT: If you guys have a
5 concern about that, you could even go out and
6 shut the curb stop off in a vacant building.

7 MR. PADULA: So in our world really,
8 let's think about this. Someone goes out with
9 the water on. We're immediately in there
10 repairing it. So we need the water to do the
11 repairs. And we're immediately leasing it. So
12 there is no downtime for that unit at all.
13 We're comfortable --

14 MR. WALKER: With people not paying
15 attention and it's like there's constant flow
16 inside or something like that.

17 MR. PADULA: Tony, when do you think
18 we'll start? When is your take off for
19 construction? What's first in? Are we going
20 to think about the repairs first or --

21 MR. ALBRIGHT: We're going to do the
22 repairs at Kennedy, Blakely -- what's the other
23 two sites?

24 MR. PADULA: Old Forge.

25 MR. ALBRIGHT: Two at Old Forge, I

1 think. We're going to concentrate on those
2 first. Once those are done, the waterline
3 replacement at Kennedy, it's all going to
4 depend on design, permitting things like that.

5 MR. PADULA: We're okay with that.

6 MR. ALBRIGHT: We're probably
7 looking at May to start that which will be good
8 because then they could do all of that work
9 with unfettered weather and then you also don't
10 have a weather impact on the rehab because
11 you're going to have asphalt, concrete, grass
12 to rehabilitate.

13 MR. PADULA: How about the toilets
14 and the electric, what is the date for that?

15 MR. ALBRIGHT: As the schedule sits
16 right now, probably in February.

17 MR. PADULA: It's tentative. I just
18 want to let you guys hear that.

19 MR. ALBRIGHT: Until we get
20 submittals in, approved, material acquisitions,
21 things like that.

22 MR. BARRETT: You guys do the
23 restoration too?

24 MR. ALBRIGHT: After the waterline
25 replacement, yeah, it's in their contract.

1 MR. PADULA: One more question, the
2 heating, all the heating, March?

3 MR. ALBRIGHT: April.

4 MR. PADULA: So we don't want to
5 shut these places down right now where we are.
6 We were hoping we're a little earlier but we
7 had a couple snags with the shutdown. April
8 we're going to start with the heating
9 construction.

10 MR. ALBRIGHT: In any typical
11 environment you have the heating season up
12 until April 15th from October 15 to April 15.
13 I don't do any heating work outside of that
14 unless there is going to be provisions made for
15 temporary heat which is an added cost that you
16 guys don't need to incur because we could get
17 it done between April 15th and October.

18 MR. PADULA: We're okay with that.

19 MR. WALLIS: Do we have all the
20 contractors, mostly local?

21 MR. ALBRIGHT: Everybody is local.

22 MR. WALKER: Dumb question, are you
23 using a tank with water heaters or no?

24 MR. PADULA: Some.

25 MR. ALBRIGHT: Some places are going

1 to be the Combi boilers. Essentially, the
2 water heater is built into the boiler. The
3 only one that I haven't firmed up yet is the
4 windows and doors. We reached out to a couple
5 that Pat gave us because Keystone Multitrade
6 wouldn't meet our pre-qualifications.

7 MR. PADULA: We're going to report
8 every month to you guys.

9 MR. ALBRIGHT: Once we get under
10 construction, I'll have at a minimum a biweekly
11 progress meeting with these guys, be it
12 submittals, procurement or the actual
13 construction phase so that they know -- not
14 only where we are but where we're going to be
15 the next two weeks.

16 MR. PADULA: We're looking forward
17 to it. So anything else for me, these folks?

18 MR. WALKER: What's the rate we got
19 from Peoples.

20 MR. PADULA: The best one you could
21 get. We'll have to look at it, 5.05. Rocco,
22 do you want to read this resolution or the
23 Chair? Do you have anything else you want to
24 add for us? Rocco, is there anything here?

25 ATTY. VALVANO: No, I'll listen to

1 it. I just want to have a separate resolution
2 on the record that allows Pat as the Executive
3 Director to be able to execute any and all loan
4 documents that might be needed or any and all
5 future TEN's documents including like a
6 declaration of trust or any other documents
7 along the way so that we have a resolution on
8 record and we have someone who has the
9 authority to sign and we don't have to come
10 back and wait for something.

11 MR. WALKER: Did Peoples require you
12 to do a title search on all the properties?

13 ATTY. VALVANO: No, we're not
14 securing them.

15 MR. WALKER: He asked about the
16 deeds that's why I was asking.

17 ATTY. VALVANO: No, we did
18 declarations of trust.

19 MR. FENDYA: This is a HUD
20 requirement to make sure that all the liens
21 are -- there's no liens on the property and
22 that --

23 ATTY. VALVANO: HUD has first
24 priority.

25 MR. FENDYA: Because technically the

1 equipment we're installing is the collateral
2 for the loan you're getting.

3 ATTY. VALVANO: We did do searches
4 on all of properties though just to ensure all
5 of that. It was working with Vicky and Mike
6 Simms on declaration of trust and Mike and his
7 team.

8 So we have them all ready tonight.
9 Pat is going to sign them after the resolution
10 and I'll be filing them hopefully tomorrow.

11 MR. WALKER: Resolution No. 4530.
12 Resolution approving the Housing Authority of
13 the County of Lackawanna to enter into a
14 Guaranteed Energy Savings Contract and to
15 undertake financing to implement the Guaranteed
16 Energy Savings Contract with the Efficiency
17 Network, Inc.

18 **WHEREAS**, the Housing Authority of
19 the County of Lackawanna, the Authority,
20 desires to enter into a Guaranteed Energy
21 Savings Contract, the Contract, with the
22 Efficiency Network, Inc., TEN, with a cost not
23 to exceed 10 million dollars; and

24 **WHEREAS**, pursuant to the Contract,
25 TEN will provide design, pricing, and other

1 services to implement an energy savings project
2 on the Authority's properties, then procure all
3 necessary materials and equipment, and then
4 perform or oversee all construction services,
5 the project, and

6 **WHEREAS**, the Authority desire to
7 enter into a Loan Agreement, a Multiple Advance
8 Tax Exempt Promissory Note, a Commercial
9 Security Agreement and UCC Financing Statement,
10 the Loan Documents, with the Peoples Security
11 Bank and Trust Company, the Lender, to borrow
12 up to 8.7 million dollars to finance the
13 Contract, the Loan.

14 **NOW THEREFORE BE IT RESOLVED** by the
15 Board of Commissioners of the Authority, the
16 Board:

17 Section 1. The foregoing WHEREAS
18 clauses and the actions referenced therein, are
19 hereby ratified and confirmed as being true and
20 correct and hereby incorporated herein.

21 Section 2. The Board hereby
22 approves the Contract and hereby authorizes the
23 Executive Director of the Authority and such
24 officers and employees of the Authority and the
25 Executive Director shall designate, each,

1 Authorized Officer, and, together, the
2 Authorized Officers to execute the Contract in
3 substantially the same form attached hereto as
4 Exhibit A with such changes as may be made by
5 the Executive Director in his reasonable
6 discretion.

7 Section 3. The Board hereby
8 approves the Loan and hereby authorizes the
9 Executive Director or other Authorized Officers
10 to execute the Loan Documents between the
11 Authority and the Lender, in substantially the
12 form attached hereto as Exhibit B, with such
13 changes as may be made by the Executive
14 Director in his reasonable discretion.

15 Section 4. The Authorized Officers
16 are hereby authorized and directed on behalf of
17 the Authority to take all further actions that
18 may, in the reasonable discretion of the
19 Authorized Officers, be necessary, advisable or
20 appropriate in connection with the matters set
21 forth herein.

22 Section 5. The Board hereby
23 ratifies, confirms and approves all lawful
24 actions taken by the Executive Director, or the
25 Authorized Officers, and all lawful papers and

1 documents executed by any of the foregoing on
2 behalf of the Authority where such actions,
3 papers or documents effectuate the intent of
4 these Resolutions and the consummation of the
5 transactions in the matter set forth herein.

6 Section 6. The foregoing
7 Resolutions are intended to be as broad as
8 legally permissible so that no further
9 resolutions will be necessary to carry out the
10 transactions and matters contemplated herein.

11 The Chair of the Board declared said
12 motion carried and said Resolution were adopted
13 during the Board's regular Session Meeting of
14 the Authority on December 9th, 2025.

15 Housing Authority of the County of
16 Lackawanna, by Paul Walker, Chair, December
17 9th, 2025.

18
19 **RESOLUTION NO. 4530**

20
21 Authorizing the Executive Director to enter into an
22 agreement with the TEN Group to proceed with the
23 Financing of the Energy Performance Contract Project.
24 A motion was made by Mr. Wallis and seconded by Mr.
25 Barrett to accept Resolution No. 4530.

1 All Board Members present voted in favor.

2
3 RESOLUTION NO. 4531

4
5 Resolved to authorize the Executive Director to renew
6 the Directors and Officers Insurance effective 1/1/26.

7
8 MR. PADULA: So we did receive two
9 quotes. Our broker of record was Wasco and
10 NIFC. We received two quotes from them for the
11 directors and officers. Wasco Insurance came
12 in at \$30,757 from Intact Insurance.

13 And NIFC came in with Greenwich
14 Insurance at \$40,900. So we're looking at
15 almost a \$10,000 savings on that. With Board
16 approval tonight we'll enter into an agreement
17 with Wasco to bind that insurance for a year.

18 MR. WALKER: What is the --

19 MR. PADULA: Three million.

20 MR. WALKER: Three million.

21 MR. PADULA: That was plenty. I
22 asked again about it. And I asked him, I said,
23 do you think we need more and they said, no,
24 you're good because we elevated that I think a
25 few years ago.

1 A motion was made by Mr. Barrett and seconded by Mr.
2 Wallis to accept Resolution No. 4531.

3

4 All Board Members present voted in favor.

5

6

RESOLUTION NO. 4532

7

8 Resolved to authorize the Executive Director to renew
9 the Cyber Insurance coverage effective 1/1/2026.

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MR. PADULA: We had Wasco and then
NIFC look for some quotes for us. We received
several quotes. One quote from CFC for
11,232.15 and that is from Wasco.

15

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22

And NIFC came in from Great
American, \$11,219. A few dollars over was
Wasco, but we would rather go with Wasco
because we have more coverage as he explained
in his package. So for the extra little bit of
money maybe \$10 more, we want more coverage.
We're going to enter in a contract with him and
we'll bind that insurance for a year.

23

24

MR. WALKER: Okay. I'll entertain
that resolution.

25

A motion was made by Mr. Wallis and seconded by Mr.

1 Barrett to accept Resolution No. 4530.

2
3 All Board Members present voted in favor.

4
5 RESOLUTION NO. 4533

6
7 Authorizing the write-off collection loss balance for
8 vacated residents.

9
10 MR. PADULA: As stated in your
11 packet, you will find correspond from Agency
12 staff members requesting authorization to write
13 off the balances left by former residents upon
14 vacating.

15 All of these have not had any
16 activity for a period of two months. With
17 Board approval, the appropriate staff will take
18 the necessary measurements to write off these
19 account balances.

20 MR. WALKER: Okay. I'll entertain
21 that resolution.

22
23 A motion was made by Mr. Barrett and seconded by Mrs.
24 Nealon to accept Resolution No. 4533.

25 All Board Members present voted in favor.

1 **OLD BUSINESS:**

2 None.

3
4 **NEW BUSINESS:**

5 None.

6
7 **REPORT OF THE EXECUTIVE DIRECTOR:**

8
9 MR. PADULA: So our public housing
10 program is really moving along strongly. We
11 are going to think about shutting down our
12 waiting list come 2026. We'll leave it open
13 for studio and four bedrooms.

14 And we will have the availability to
15 lease a unit if we see necessary to the family.
16 We have very minimal units available at all.
17 Actually I've never seen it so crowded. We
18 don't have anything.

19 So Section 8 Program is growing
20 nicely. We're receiving additional half
21 payments for more administrative fees.

22 MR. WALKER: I saw that we had a 100
23 percent score on the SEMAP.

24 MR. PADULA: So we're a high
25 performer in the program. Read the third

1 paragraph. We want to clear that up.

2 MR. JACKSON: It says, "We note that
3 your Housing Authority has received waiver
4 approval from Headquarters allowing you to
5 adopt payments standard within 90 and 120
6 percent of the Fair Market Rent for fiscal year
7 2025.

8 Therefore, although the PIC-SEMAP
9 module shows that your Housing Authority has
10 failed Indicator 8 - Payment Standard, we have
11 reviewed the data you entered and as a result
12 are awarding you the full five points."

13 What that means is in the PIC
14 system, the computer system, they have a
15 measurement of 90 to 110 percent. Anything
16 outside of that, they will fail it in the
17 computer. Because we got headquarters approval
18 to go to 120 percent, that's why they gave us
19 the full point percentage in that indicator.

20 MR. PADULA: Because the computer
21 system doesn't talk with our approval. Does
22 everybody understand it? It seems like -- and
23 all the PIC system is what we're entering our
24 data into.

25 If you remember a little while ago

1 with that 120 percent we're going back and
2 forth. We're going to continue on 120 percent
3 for 2026. But, however, it's more than a
4 strong score. It's 100 percent and that.

5 MR. WALKER: With that 120 percent
6 we have to continue to request permission as
7 opposed to forgiveness.

8 MR. JACKSON: No. They've already
9 approved it. So unless they change their mind
10 or change policy --

11 MR. PADULA: That may be. We're
12 telling let us know we're okay. Oh, you don't
13 have nothing to do right now. We're getting
14 those answers. Nothing to do at the moment
15 they're telling us. But we're going to
16 continue on that because we're growing the
17 program.

18 MR. WALKER: How many do we have,
19 Section 8?

20 MR. JACKSON: 720-something.

21 MR. PADULA: We're doing great at
22 Bucktown. We are filling it at Bucktown.
23 We're glad to have something in our backyard
24 and we're doing those inspections and
25 inspections are nice to do in there. Any

1 questions on that?

2 MR. WALKER: I think you indicated
3 at one meeting at Bucktown when the year ends,
4 they are going to increase the --

5 MR. PADULA: They may increase.
6 But, John, explain how that works for us if
7 they increase their rent.

8 MR. JACKSON: If they increase the
9 rent, it's really based on the tenant's income.
10 So the tenant share will increase, not
11 necessarily the Housing Authority.

12 MR. PADULA: Like Tom said, they
13 should be aware of that as they are going into
14 it. Our capital funds project is moving along.
15 We're going to start back up with some work.
16 Inside work we have going. But we're going to
17 hold off on anything outside now until the
18 spring.

19 And then we're just going to kind of
20 use that program for emergencies now and
21 anything that we're going to do inside work but
22 we are going to start our five-year plan and
23 get all of our design work done now so we could
24 do our improvements for the new projects that
25 are coming up in the spring.

1 We'll hopefully have them advertised
2 and get into contract before the spring falls.
3 That's our goal. That's it.

4 MR. WALKER: Okay. So I'll
5 entertain a motion to accept the Report of
6 Executive Director.

7 MR. PADULA: I'm sorry, the audit.

8 MR. WALKER: I have a copy of the
9 audit.

10 MR. PADULA: Just to touch base, we
11 could put in under Old Business or New
12 Business?

13 ATTY. VALVANO: Or your report.

14 MR. PADULA: So there's our audit.
15 It's completed. We were on time but HUD shut
16 down for 50 days. So it was sitting. So it's
17 approved. We're really pleased with it. You
18 should go through it and see there's a lot of
19 good management in there, good hard work in
20 there.

21 They did a concentration of Section
22 8. They did our large improvements, our petty
23 purchases. They went over some tenant rents.
24 They gave us a good look at. And we welcome an
25 audit. We don't mind when they come in because

1 we do well with them.

2 So other than that everything is
3 flowing very good. So we're in good shape.
4 Anybody have any questions on that? If you
5 want to take it and read and you do have
6 questions, just e-mail me or jot it down and
7 I'll get you the answers that you need. That's
8 probably one of our stronger audits. As the
9 years go on, they are getting better. Anybody
10 have any questions?

11 MR. WALKER: Now I'll entertain a
12 motion to accept the Report of the Executive
13 Director.

14

15 **REPORT OF THE EXECUTIVE DIRECTOR:**

16

17 A motion was made by Mr. Wallis and seconded by Mr.
18 Barrett and Mrs. Nealon to accept Report of the
19 Executive Director.

20

21 All Board Members present voted in favor.

22 MR. WALKER: I'll entertain a motion
23 to adjourn.

24

25 **MOTION TO ADJOURN:**

1 A motion was made by Mr. Barrett and seconded by Mr.
2 Wallis.

3

4 All Board Members present voted in favor.

5

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C E R T I F I C A T E

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3 I hereby certify that the proceedings and
4 evidence are contained fully and accurately in the
5 notes taken by me of the above-cause and that this copy
6 is a correct transcript of the same to the best of my
7 ability.

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10 _____
11 Maria McCool, RPR
12 Official Court Reporter
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22 apply to any reproduction of the same by any means
23 unless under the direct control and/or supervision of
24 the certifying reporter.)
25

1 HOUSING AUTHORITY OF THE COUNTY OF LACKAWANNA

2

3

In Re: Jessup Family Meeting

4

5

6

TRANSCRIPT OF PROCEEDINGS

7

8

BEFORE: Paul Walker, Chairman

9

Patrick Padula, Executive Director

10

DATE: December 9th, 2025

11

PLACE: Lackawanna County Housing Authority

12

Administration Building

13

2019 W. Pine St.

14

Dunmore, PA 18512

15

16

17

APPEARANCES:

18

19

Rocco Valvano, Esquire

20

21

22

23

24

25

1 MR. WALKER: I'll call to order the
2 Jessup Family Housing Authority meeting. The
3 minutes are attached. This is the May minutes
4 that are brought to the table today.

5 MR. JACKSON: That was the last
6 meeting you had on Jessup.

7 MR. WALKER: Roll call.

8 MR. PADULA: Mr. Walker.

9 MR. WALKER: Present.

10 MR. PADULA: Mr. Dorunda.

11 MR. DORUNDA: Present.

12 MR. PADULA: Mr. Wallis.

13 MR. WALLIS: Present.

14 MR. PADULA: Mrs. Nealon.

15 MS. NEALON: Here.

16 MR. PADULA: Mr. Barrett.

17 MR. BARRETT: Present.

18 MR. PADULA: Mr. Padula is here.

19 Mr. Jackson.

20 MR. JACKSON: Here.

21 MR. PADULA: Attorney Valvano.

22 ATTY. VALVANO: Here.

23 MR. PADULA: Joe D'Arienzo.

24 MR. D'ARIENZO: Here.

25 MR. PADULA: Mr. Prislupski is off

1 tonight. And Mrs. Nicholina Clark is off.

2 MR. WALKER: Okay. So I'll
3 entertain a motion to accept the minutes that
4 were provided tonight.

5
6 Approval of Minutes:

7
8 A motion to accept the minutes was made by Mr. Wallis
9 and seconded by Mr. Dorunda.

10
11 All Board Members present voted in favor.

12
13 Approval of Vouchers:

14
15 A motion to approve the vouchers was made by Mr.
16 Dorunda and seconded by Mr. Barrett.

17
18 All Board Members present voted in favor.

19
20 Public Comment Period:

21 None.

22
23 Report of Treasurer:

24
25 A motion to accept the Report of the Treasurer was made

1 by Mr. Dorunda and seconded by Mr. Wallis.

2

3 All Board Members present voted in favor.

4

5 MR. WALKER: Entertain a motion to
6 authorize the write-off of collections of loss
7 balances of vacated tenants.

8 MR. PADULA: As stated in your
9 packet, you will find correspondence from
10 Agency staff members requesting authorization
11 to write off balances left from former
12 residents upon vacating.

13 All of these have been -- not had
14 any active for a period of two months. With
15 Board approval, the appropriate staff will take
16 the necessary measures to write off these
17 account balances.

18 Just one write-off. And that is
19 probably the only vacant apartment we have and
20 it's probably leased by now.

21 MR. JACKSON: It's leased already.

22 MR. PADULA: We're 100 percent
23 there. Nothing really to report there. No
24 capital improvements necessary there. Our
25 Section 8 apartments, they are all filled. Our

1 public housing properties are all filled. And
2 just business as normal there. We are going to
3 do our annual audit on that now.

4 John had ordered the audit and will
5 continue with that. That is different audit
6 now. It has to be audited separately. We'll
7 report that back to you.

8 MR. WALKER: Let's get the
9 resolution authorized on the write-off of
10 collections of loss balances. There is only
11 one.

12 **RESOLUTION**

13
14 Authorizing the write-off collection loss balances for
15 vacated residents.

16
17 Following the reading of the Resolution, a motion was
18 made by Mr. Barrett and seconded by Mrs. Nealon.

19
20 All Board Members present voted in favor.

21
22 **Old Business:**

23 None.

24

25 **New Business:**

1 None.

2

3 **Report of Executive Director:**

4

5 MR. PADULA: We're all filled.

6 There was one apartment and we filled it. And
7 the audit will be coming up. We do an annual
8 audit on that. You'll get a copy on that.

9 MR. WALKER: I'll entertain a motion
10 to accept the Report of the Executive Director
11 on the Jessup Family Housing Board.

12

13 **Report of the Executive Director:**

14

15 A motion was made by Mr. Dorunda to accept the Report
16 of the Executive Director of the Jessup Family Housing
17 Board and seconded by Mr. Barrett.

18

19 All members present voted in favor.

20

21 **Motion to Adjourn:**

22

23 A motion to adjourn was made by Mr. Wallis and seconded
24 by Mr. Barrett.

25 All Board Members present voted in favor.

C E R T I F I C A T E

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