

HOUSING AUTHORITY OF THE COUNTY OF LACKAWANNA

In Re: Commissioners Regular Meeting

TRANSCRIPT OF PROCEEDINGS

BEFORE: Paul Walker, Chairman

Patrick Padula, Executive Director

DATE: April 9th, 2026

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 is absent.

9 Mrs. Nealon is absent. Mr. Barrett.

10 MR. BARRETT: Present.

11 MR. PADULA: Mr. Padula is here.

12 Attorney Valvano.

13 ATTY. VALVANO: Here.

14 MR. PADULA: Miss Felicity Schultz.

15 MS. SCHULTZ: Present.

16 MR. PADULA: John Prislupski.

17 MR. PRISLUPSKI: Here.

18 MR. PADULA: Mis Nicholina Clark.

19 MS. CLARK: Present.

20 MR. PADULA: John Mecca, IT

21 Director is absent as well tonight.

22
23 Approval of Minutes:

24
25 A motion to accept the minutes of the March 12th, 2026

1 meeting was made by Mr. Barrett and seconded by Mr.
2 Dorunda.

3

4 All Board Members present voted in favor.

5

6 Approval of Vouchers:

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8 A motion to approval the vouchers was made by Mr.
9 Barrett and seconded by Mr. Dorunda.

10

11 All Board Members present voted in favor.

12

13 Public Comment Period:

14 None.

15

16 Report of Treasurer:

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18 A motion was made by Mr. Dorunda and seconded by Mr.
19 Barrett to accept the Treasurer Report.

20

21 All Board Members present voted in favor.

22

23 RESOLUTION NO. 4540

24

25 Authorizing the Chairman and the Executive Director to

1 execute the HUD Certification Compliance relative to
2 the Agency's submission of its annual plan for fiscal
3 year beginning July 1st, 2026 through June 30th, 2027.
4 Approval of the Agency Plan attachment and Capital Fund
5 Program documents for 2026 through 2030.

6
7 Okay, the purpose of the Agency
8 Plan, I want to introduce myself. I'm Paul
9 Walker, Chairman of the Board of Directors of
10 Lackawanna County Housing Authority.

11 I want to thank everyone for coming
12 and I appreciate everyone's interest in the
13 Agency's program. The purpose of the hearing
14 is to receive input on the Agency's plan for
15 the fiscal year July 1st, 2026.

16 The Agency staff has met with the
17 Resident Advisory Board and we thank them for
18 their assistance in developing the plan.
19 Patrick Padula will send a letter of gratitude
20 to the members of the Resident Advisory Board.
21 Does anyone present have any comments regarding
22 the Agency plan? No comment.

23 I want to thank everyone present
24 again for your time and interest in the Agency
25 and its programs. Are there any further

1 comments?

2 At this time, I'll have Executive
3 Director Padula go over the activity the Agency
4 will be continuing.

5 MR. PADULA: So does everybody
6 understand what the Agency Plan is? So once a
7 year this PHA have to come out and do a public
8 hearing along with any changes that we're going
9 to make to our policy so we could follow
10 through this upcoming year.

11 We also have a Resident Advisory
12 Board that we had sat with. And we ran over
13 some of these changes that we had also opened
14 up a public comment longer tonight if any of
15 the public wanted to come and make some comment
16 on this, we will gladly accept their comment.

17 So with Board approval tonight, we
18 will submit to HUD and also we would require a
19 signature from the Chairman and the Executive
20 Director. We'll submit that. And we'll wait
21 for approval or any comments back from HUD.

22 Once we receive approval on that,
23 Housing Authority will follow the policies that
24 have been approved throughout the year. We
25 don't have any HUD changes for the year to make

1 and any type of activities that we're trying to
2 do, just a couple few things that we're going
3 to continue to keep into the plan.

4 I want to run down some other
5 activities. During the plan year, the Housing
6 Authority will be exploring the possibility of
7 constructing accessible units on available
8 properties.

9 All HUD requirements will be
10 followed when we do these projects. So we all
11 know this gentleman that we've been talking
12 about this for a little while. We continue to
13 have that in our plan.

14 Some of our highlights that will be
15 actually HUD, HACL may apply for new programs
16 or income units in all the NOFAs, which is
17 notice of funds available, are issued by HUD
18 and appropriate opportunities throughout the
19 year.

20 So anything that we think they can
21 have extra to our authority, we would
22 definitely add to that. We all know that we'll
23 be adding a phase two of our energy performance
24 contract. It was already approved by HUD.
25 HACL is now implementing that. And Joe is

1 going to do a little review on that tonight for
2 you guys.

3 We'll be receiving if any extra
4 funding for veterans come out, we'll definitely
5 be looking to do that as well. So just a few
6 highlights, but nothing that we haven't talked
7 about over the years over this past year.

8 So with board approval tonight, we
9 will go ahead and file -- we'll send our
10 application in for the Agency Plan and --

11 MR. WALKER: May I? You mentioned
12 about talking about constructing units at
13 Jessup and PA 3816. Did we talk about the
14 possibility of a school that are all --

15 MR. PADULA: So we also have -- it's
16 a highlight in here. We've been looking to
17 purchase private property owner located through
18 Lackawanna County to do project managements and
19 have additional sources coming through our
20 agency, so, yes, there is a school that we
21 looked at.

22 It's in the Olyphant area. It's
23 very close to our development -- our public
24 housing development. They're looking to sell
25 that school and we are definitely interested in

1 meeting with them and going over some details.
2 I'm going to contact the person who owns it,
3 which is a school -- it's actually a priest so
4 we could all walk through.

5 You guys will definitely be
6 interested in going through this. You could be
7 definitely be invited to the walkthrough.

8 MR. WALKER: Okay. Did the Resident
9 Advisory Board recommend anything at all?

10 MR. PADULA: No, they chimed in a
11 lot. That's part of the application process.
12 We'll send in the minutes along with that.
13 Anybody is welcome to read them. They're here.

14 They brought some good feedback to
15 us. They liked what we were doing and they
16 were on board with it, so all good.

17 MR. DORUNDA: There is a procedure
18 in place to close out their questions.

19 MR. PADULA: Yes.

20 MR. WALKER: I might be jumping
21 ahead. You have a homelessness supplemental
22 form. You indicated that with regard to the
23 homeless people we have, we take care of them
24 and we've done 88 we've helped in the last
25 year?

1 MR. PADULA: That data came from --
2 that is part of our submittal. If that is 88,
3 the answer is yes to that. We would help them
4 through our homeless preference.

5 MR. WALKER: So we've provided homes
6 for homeless people.

7 MR. PADULA: Yeah, that's in our
8 data. What you're looking at is right from our
9 data that John Mecca pulled up. That's what
10 HUD -- that is part of the plan they're looking
11 at. Anybody have any questions?

12 MR. WALKER: So I will entertain
13 that resolution authorizing the Chairman and
14 the Executive Director to execute the HUD
15 Certification of Compliance.

16 MR. BARRETT: I'll make a motion.

17 MR. DORUNDA: Second.

18 MR. WALKER: All in favor.

19 ALL MEMBERS: Aye.

20 MR. WALKER: All opposed, none.

21

22 RESOLUTION NO. 4541

23

24 Authorizing the Executive Direct to update all Agency's
25 policies to meet HUD requirements.

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MR. PADULA: The first resolution was for us to submit the plan. The second resolution is for us to update any HUD policy or any policy that we want to do and we'll do that.

We're kind of staying the same as last year, but we cover that as two resolutions even if it is kind of one exercise, if you will.

MR. WALKER: So we're not doing anything. We're not updating any regulations?

MR. PADULA: No.

MR. WALKER: Okay. Do we need a resolution?

MR. PADULA: I need two resolutions. We need that one too now.

MR. WALKER: All right. I'll entertain that resolution then. Motion?

MR. DORUNDA: Motion.

MR. BARRETT: Second.

MR. WALKER: All in favor.

ALL MEMBERS: Aye.

MR. WALKER: All opposed none.

MR. PADULA: We have to have a

1 resolution, which you did, for us to submit it.
2 And we have a resolution to say if we have to
3 change anything.

4 MR. WALKER: Okay. So the record is
5 clear, that was Resolution 4541. And then I'll
6 entertain a motion to adopt Resolution 4542
7 authorizing submission of statement of
8 financial interest forms to the Commonwealth of
9 Pennsylvania state Ethic's Commission. Is that
10 where they go or do they go to the county?

11 MR. PADULA: I don't know about this
12 language here. We submit them through to the
13 county. Now, does the county put it to the
14 State Ethic's Commission?

15 ATTY. VALVANO: I don't know. I
16 could find out about the procedure. But I
17 would think that ultimately they do have to end
18 up at the State Ethic's Commission. I think
19 the county would have a portal or something
20 that they submit them all. I could find that
21 out.

22 MR. PADULA: We complete them. We
23 keep a copy here just for Agency records.
24 We'll submit them. Felicity will mail them
25 down to Tracy Hart at the county and we'll send

1 certified mail or whatever. We'll know it went
2 down there. We'll have a file here.

3 ATTY. VALVANO: From other boards,
4 that is a similar procedure that once the board
5 fills it out, solicitors fill them out, they go
6 down to the county.

7 MR. WALKER: All right. Whatever it
8 takes it's just authorizing. So I'll entertain
9 that Resolution 4542.

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11 RESOLUTION NO. 4542

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13 A motion to approve Resolution 4542 was made by Mr.
14 Dorunda and seconded by Mr. Barrett.

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16 All Board Members present voted in favor.

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18 RESOLUTION NO. 4543

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20 Authorizing the Executive Director to enter into a
21 contract with Northeast Utilities, Inc.

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23 MR. PADULA: We received two
24 proposals, one from Northeast Utilities and
25 another one from PM Ludovici Construction.

1 So these are familiar contractors
2 with the Agency who we use. In our bid packet
3 we put out for them to bid on base bids. We
4 laid out a scope of service, the duties that we
5 require them to complete for our studio
6 apartments one bedroom, two bedroom, three
7 bedroom an a four bedroom.

8 They will charge the Authority on a
9 base bid. Any additional work that's completed
10 in the units by these contractors will be
11 approved by the Authority. But no additional
12 work will be done until our inspections are
13 done.

14 MR. WALKER: I noticed you have two
15 different resolutions, one is for Northeast
16 Utilities and the other one is for Ludovici.
17 Are they comparable?

18 MR. PADULA: Very close. I think
19 Northeast was a little lower pricewise.
20 Northeast would have more contracting ability,
21 more staff members and they have more
22 tradesmen, more HVAC guys, plumbing, carpentry.

23 Paul does great too. Paul's a
24 smaller group and he helps us with different
25 things here. We'll be using these guys

1 accordingly as they're going. The answer to
2 that is yes.

3 MR. WALKER: So the first resolution
4 I'll entertain a motion to adopt 4543
5 authorizing Executive Director to enter into a
6 contract with Northeast Utilities, Inc.

7

8 A motion to approve Resolution 4543 was made by Mr.
9 Barrett and seconded by Mr. Dorunda.

10

11 All Board Members present voted in favor.

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13 RESOLUTION NO. 4544

14

15 Authorizing the Executive Director to enter into a
16 contract with PM Ludovici contract.

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18 A motion to approve Resolution 4543 was made by Mr.
19 Dorunda and seconded by Mr. Barrett.

20

21 All Board Members present voted in favor.

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23 RESOLUTION NO. 4545

24

25 Authorizing the Executive Director to solicit bids and

1 advertise for pest control services.

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3 MR. PADULA: It's a HUD requirement
4 that we have a pest contract. We'll pick the
5 best suited company for our Agency and put them
6 on our preventative maintenance for all the
7 units, also for our bed bugs, any other type of
8 pests, rodents, whatever it may be and we will
9 enter into a contract with them and manage the
10 contract accordingly.

11 MR. WALKER: Okay. I will entertain
12 a motion to adopt that resolution.

13

14 A motion to approve Resolution 4545 was made by Mr.
15 Dorunda and seconded by Mr. Barrett.

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17 All Board Members present voted in favor.

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19 RESOLUTION #4546

20

21 Authorizing the write-off of collection loss balances
22 for vacated residents.

23

24 MR. PADULA: In your packet you will
25 find correspondence from Agency staff members

1 requesting authorization to write off the
2 balances left from former residents upon
3 vacating. All of these have not had any
4 activity for a period of two months.

5 With board approval tonight,
6 appropriate staff will take the necessary
7 measures to write off these account balances.

8 MR. WALKER: This one has over five
9 thousand dollars. I'm assuming that has damage
10 included.

11 MR. PADULA: That's two things.
12 It's going to be turnover that had damage on
13 it, it could be pests that we had to pay above
14 the contract. We could have one of these
15 contractors going in we're passing now, or it
16 could be a nonreporting of income. We could
17 have found their income out and said you're
18 underreporting and we raise the rent now and
19 they owe us money.

20 MR. WALKER: If we find they are not
21 reporting income, you go back retroactively to
22 the time --

23 MS. SCHULTZ: Yes. It's fraud, so
24 we immediately give a violation and take them
25 to court and then based off of the judge, what

1 they want to do. If they require us to do a
2 repayment agreement, we will do that.
3 Sometimes at our discretion we'll do a
4 repayment depending on the severity of it.

5 We have a form that they fill out
6 that they agree to repay back X-amount of
7 dollars. We calculate what they made and what
8 they would have owed and we adjust their rent
9 to the following month to reflect that.
10 They'll also get a monthly fee almost as a
11 repayment fee.

12 MR. WALKER: Okay.

13 MR. PADULA: Explain how we find
14 that out.

15 MS. SCHULTZ: We do recertifications
16 every year on every tenant. We run income
17 verifications through the government -- the PIC
18 site. We also send out verifications based on
19 what comes back. If they say they work at X,Y,
20 Z company, we send a verification letter out.

21 We also have TRUV. It's an online
22 verification where we submit their information.
23 They get a link and they log into their
24 employment payment system. So it could be ADP
25 or whatever their payroll. We also get that

1 information. We also look at their bank
2 statement as well if we need more clarity.

3 We could see if they are getting
4 income that they are not reporting. We could
5 see how far back. That is our steps to see if
6 they're being clear with us on their income.

7 MR. WALKER: Okay.

8 MS. SCHULTZ: They also sign
9 multiple forms every year on informing us with
10 a written notice of any income changes. They
11 have two fraud, one statement in their lease
12 and a fraud form that they sign saying that
13 they will not commit fraud and report their
14 income.

15 MR. PADULA: And they also sign a
16 form that we can look at their income. And it
17 could go the other way. If they lose their
18 job, we lower it. It's income-based program.
19 I know what happened there now that you said
20 that. Magistrate McGraw let them stay.

21 MR. WALKER: If we are doing an
22 eviction based on them not paying, we have a
23 right to appeal too because it's a civil
24 proceeding.

25 ATTY. VALVANO: We do. But I don't

1 know --

2 MR. PADULA: He says like we're
3 going to visit this again.

4 ATTY. VALVANO: Normally what we do
5 in front of the magistrate -- we'll have
6 Magistrate McGraw explain to them that this
7 will be the one time that they get. He tells
8 them I'm going to do this one time and kind of
9 do a continuance to see if they pay. If they
10 don't, then he'll move forward with the
11 eviction at our request. So it's like a little
12 abeyance.

13 MR. WALKER: Okay. I will entertain
14 a motion to adopt Resolution 4546 authorizing
15 the write-off collection loss balance for
16 vacated residents.

17
18 A motion to approve Resolution 4546 was made by Mr.
19 Barrett and seconded by Mr. Dorunda.

20
21 All Board Members present voted in favor.

22
23 MR. PADULA: I want to go back.
24 Nicholina was fortunate enough to get a new
25 duty and get at those ARs, what rent is not

1 coming in. It was very out of control. Now
2 it's a little bit of out of control. So we're
3 focusing on that.

4 MR. WALKER: And it's not so much
5 that. I have a problem with damage.

6 MR. PADULA: If you see some of the
7 ARs, you'd see the numbers. But damages,
8 absolutely. And we try to do the best we could
9 with that through our inspections. It just
10 takes long to get them out. As they are in
11 there, they're damaging more.

12 MS. SCHULTZ: Can I add to that,
13 with housekeeping with have to give them
14 multiple opportunities to improve. So it's not
15 if they fail their housekeeping we could
16 automatically file for eviction.

17 We have to give them a reasonable
18 amount of time to see progress. If they show
19 progress we give them another reasonable amount
20 of time, damages falls under housekeeping.

21 MR. WALKER: Do you have situations
22 where children or elderly in the home, report a
23 hotline for abuse?

24 MS. SCHULTZ: Personally, I'm a
25 mandated reporter because of my clearances.

1 Anything with children we should be reporting
2 it. Anything with elderly we can call Agency
3 on Aging. Lot of other stuff we have to get
4 approval from tenant to reach out. We don't
5 have to get approval for hoarding.

6 MR. PADULA: I would say to add to
7 that question, the answer is, yes. Every
8 manager has a relationship with the Area on
9 Aging and Children and Youth. We get them
10 involved. A lot of times they help pay the
11 rent for us. Some courts do that too as well.
12 We have very good relationships with our
13 colleagues down there.

14 MR. WALKER: Do you want me to
15 revisit that resolution or are you satisfied
16 with the resolution was --

17 MR. PADULA: No, I'm okay. I wanted
18 to let you know that some of the stuff is not
19 all the tenant's fault. It's our fault as
20 well. This office needs to get cracking on
21 things too. It's not all one sided.

22
23 Old Business:

24 MR. PADULA: Just that Olyphant
25 school now that spring is here we should make a

1 decision on that.

2 MR. WALKER: Do you have an engineer
3 that will go in and say this looks --

4 MR. PADULA: Yeah. My biggest --
5 the design fee that we're going to spend prior
6 to doing it and all legal fees and design fee
7 before we do anything, that's the only thing
8 that we have reservations on.

9 So we really need to know if we're
10 going to jump into this. Okay, guys, we're
11 going to spend \$100,000 dollars on design,
12 legal, application processes, maybe more before
13 we even start this.

14 MR. WALKER: When we do a school
15 like this, is this anything that would get you
16 any kind of tax credits or anything?

17 MR. PADULA: We would have a tax
18 credit person to come in with us. We advertise
19 for that. We did it once. Then we'd go
20 through that. But the question is, do we do
21 this for the Jessup -- do we do this all
22 together at one time instead of this painful
23 process that we're going to go on. It's going
24 to be the money at the end. We'll just have to
25 see.

1 MR. WALKER: All right.

2 MR. PADULA: We should look at it
3 get everybody's view, have somebody look at it
4 and draw some sketches up real preliminary,
5 does this work? Yes, it works. Talk to
6 somebody at HUD, talk to a lawyer who
7 specializes in this. Is it going to work?
8 Yes. I need to run it through tax credits. I
9 believe they come in October and work on that.

10 MR. WALKER: It will be hard to even
11 get it for October, I think. We'll do what we
12 can.

13 MR. PADULA: New Business -- I'm
14 sorry, let's back up to Old Business. As you
15 guys are aware, we got a letter that -- it's
16 the January 5th letter. What it is, we got
17 picked to go through an audit through our
18 Section 8 Program. They found a finding and a
19 couple recommendations that they made into our
20 VMS reporting.

21 MS. CLARK: So basically this letter
22 is from the auditors stating what they found
23 during their audit period which ran I believe
24 it was May of 2024 through June of 2025. So
25 they have one finding, which basically means we

1 were incorrectly reporting our unit leased per
2 month.

3 What they found and what we now know
4 is we were incorrectly reporting our
5 portabilities. So we types of portabilities.
6 We have port out of our agency which means our
7 agency still holds the voucher, but their
8 porting out of our jurisdiction into another
9 jurisdiction.

10 So they still belong to us here at
11 the Housing Authority unless that agency
12 absorbs them. And then we also have port ins,
13 which means reverse. People are porting into
14 our agency. And again, it will come down to
15 whether we're going to absorb them or not into
16 our agency.

17 So the port ins is where we were
18 incorrectly reporting those. We were including
19 those in our units, our leased units when they
20 technically are not our vouchers. We were
21 incorrectly including those in our vouchers.

22 So that was the main finding of
23 this, which it looks like we over reported our
24 units in the tune of 266 for the audit period,
25 which technically is the port-ins.

1 Also flipping on a different part of
2 that, we also have some emergency housing
3 vouchers. So we have five vouchers that we
4 were including in our voucher total. But we
5 were supposed to report them separately and we
6 were not. We were including them in our
7 vouchers even though they are our vouchers, but
8 we didn't report them separately.

9 So it makes it look like we over
10 reported vouchers. Those were in tune of 60
11 over the audit period, the emergency housing
12 voucher. There's five per month. So we have
13 to report them separately.

14 MR. WALKER: Doe it cost us any
15 money --

16 MS. CLARK: No.

17 MR. PADULA: So what happens, Paul,
18 no, they are not going to take any of our admin
19 money. Our administration money is not federal
20 funds. If we did something in one of the
21 programs, we would pay that program back.
22 That's not -- nothing of that came up.

23 They never mentioned about adjusting
24 our high performer. None of that came up.

25 MS. CLARK: In the part of this

1 where they want to put us on a CAP, the
2 Corrective Action Plan, so part of this was in
3 working with the auditor in as intense as we
4 were for almost a year, it was almost a good
5 year of going back and forth in understanding
6 what we had to do to make this correct going
7 forward. They felt that we now understand what
8 we are doing.

9 When it came to do January of 2026
10 reporting, they said do the reporting. We want
11 you to send all of our documentation and backup
12 to the numbers that you are reporting to us.
13 We want to make sure you are doing it
14 correctly. So they could tell us if we
15 weren't. We did that and sent it. She gave us
16 a gold star. So we don't have the CAP. We had
17 to put one together for file purposes only.

18 We don't have to do any additional
19 reporting on the CAP or anything like that
20 because they feel that we now understand what
21 we have to do going forward.

22 MR. PADULA: We wanted to make
23 everybody aware of this. We didn't know we
24 were doing it. Nicholina is to going take that
25 exercise over now. That's going to be your

1 new duty. Nothing's changed. The numbers are
2 still the same. Everything is the same dollar
3 amounts.

4 MS. CLARK: That's correct. It's
5 just a difference in reporting lens. When the
6 payments are generated for the landlords in a
7 month, not only do we have payments for the
8 current month that we're paying, it's a
9 possibility we may have a midmonth lease that
10 we did the prior month. And we're now paying
11 that landlord for partial month before and the
12 current month.

13 What happens is then in that case,
14 the partial payment gets pulled back to the VMS
15 month that it belongs to. And those are
16 corrections that we have to make. So the money
17 is there. Nothing changed as far as dollars
18 did we not report right dollars. It's just we
19 weren't going back and correcting the months
20 that we needed to do that. We were including
21 it in current month that we were reporting,
22 which was not correct.

23 MR. PADULA: Everybody has a copy of
24 the report. Any questions, we'll get it
25 answered.

1 MR. PRISLUPSKI: I know I worked
2 with the software.

3 MS. CLARK: Yes, and we also worked
4 with the software company to explain to us why
5 certain things on the report that we pulled to
6 do this states the way it states because we did
7 have a misconception of again those programs of
8 why we were including them when we shouldn't
9 have. It wasn't designated in software. It
10 does now. They explained to us we weren't
11 reading it properly.

12 MR. PADULA: Okay. We're still
13 under Old Business. Do you have anything else
14 to add, John, Nicholina?

15 MS. CLARK: No.

16 MR. PRISLUPSKI: No.

17 MR. PADULA: Under Old Business, I
18 want to bring up about the EPC. Mr. Joe
19 Incelli is here tonight to do a small report to
20 you guys on it.

21 MR. INCELLI: We're doing Energy
22 Efficiency Program and we're repairing or
23 replacing waterlines, whatever we have to do at
24 Kennedy, Moosic, Blakely and Old Forge sites.
25 And that's, you know, their old, you know, some

1 leaks and stuff like that. They're all
2 replaced.

3 And when you do that, sidewalks get
4 ripped up. Some other parts. They are all
5 done there, the sidewalk. The restoration is
6 done at the sites. We're starting to work on
7 replacing toilets and lighting fixtures at the
8 Kennedy units.

9 And starting next week we're going
10 to replace the refrigerators at the Kennedy
11 site. They went in and checked the outlets,
12 got the amps and whatever they need. We're
13 looking good there and we'll be moving onto the
14 Old Forge site with the refrigerators.

15 MR. PADULA: I want to add onto that
16 now. The water repair, it was just fixed the
17 leaks. That's all we did is go down and fix
18 the leaks. Nothing from -- did the bill go
19 down? We don't know. Keep an eye on that. I
20 want to see that drop.

21 Then we'll go back and do all the
22 lines. But we had to stop that water from
23 going. Joe, when do you think that will be
24 starting on the water conservation or the
25 refrigerators?

1 MR. INCELLI: Next month.

2 MR. PADULA: We still have a two
3 week call on that. We have that Procore.
4 Everything is documented on Procore. Would
5 anybody like to tie in?

6 MS. SCHULTZ: They show you daily
7 reports and upload photos. When they were
8 doing the waterlines they took pictures of all
9 the fixed stuff.

10 MR. PADULA: If anybody wants
11 access?

12 MR. DORUNDA: Sure.

13 MR. PADULA: Talk to Al and get his
14 information. It's something to read. It's
15 interesting. And you could see what you are
16 voting on there. Mr. Walker?

17 MR. WALKER: Joe, we're not
18 disrupting the tenants.

19 MR. INCELLI: No. And anything we
20 do with the tenants, a notice goes out. They
21 have time. Now with the refrigerators we're
22 going in there. They got their milk and
23 everything in there. They'll have time to take
24 their stuff out.

25 MR. PADULA: They're happy about it.

1 They know this is coming. They roll with us
2 pretty well. But it's upgrades. They're happy
3 when we do it.

4 MR. WALKER: When we started we were
5 going to start doing the toilets. The concern
6 was the condition underneath the toilet because
7 it leaks and whatever. Have you seen that at
8 all?

9 MR. INCELLI: Nothing too crazy,
10 just normal wear and tear just like on all our
11 homes.

12 MR. PADULA: We're watching that.
13 We're not going to be left holding the bag
14 three years from now. We want that to be
15 exactly right, all the flooring down. We're
16 going to have to reach in that contingency
17 money. We're going insist on that.

18 MR. INCELLI: Yeah, we're not
19 shortcutting. They are cutting out whatever
20 they have to do. It's a long-term fix.

21 MR. PADULA: The flanges are cracked
22 too. They're getting old when they pull that
23 toilet up. We feel comfortable with everybody
24 who's working there, including TEN. They are
25 really thorough.

1 MR. INCELLI: They do everything.

2 They're good.

3 MS. CLARK: Can I say something back
4 to -- what they suggested that we do is we have
5 to go back for the calendar year 2025, look at
6 our reports and what we reported and what we
7 have now and make any changes that need to be
8 changed.

9 Once we do that and we have until
10 the end of the month to make any changes that
11 we need to make for that 12 month period and
12 once we make those changes, I will notify
13 Eugena was the auditor's name. They will look
14 at what we do and formally close out the audit.
15 You will get a letter of formality on the
16 closeout of the audits.

17 MR. PADULA: We learned how to do it
18 they way they want it.

19 MR. WALKER: That's all Old
20 Business.

21
22 New Business:

23
24 (none.)

25 Report of the Executive Director:

1 MR. PADULA: Our Public Housing
2 Program is doing just fine. We're doing the
3 day-to-day operations. We're going to put a
4 procedure in for the painting which we're
5 excited about. We're putting in a couple more
6 procedures for our maintenance department,

7 We're going to get more efficient in
8 maintenance. Our capital funds is spending our
9 money accordingly. Our Dickson City Lukasik
10 Drive are aware, we're in the properties doing
11 the inside work. Outside work will start
12 shortly. We're also going to purchase -- we're
13 going to purchase four vehicles. So with
14 finance, like to talk about how we're going to
15 purchase these four vehicles. John?

16 MR. PRISLUPSKI: So the plan is to
17 purchase four Ford Mavericks, all wheel drive.
18 And one is for Section 8, one is for capital
19 fund, and the other two are for public housing
20 operations.

21 MR. PADULA: Can you explain a
22 little bit real quick, that is all different
23 money. That is why we're able to buy the four
24 of them because we're able to buy one truck
25 from our capital funds, another truck from our

1 Section 8.

2 And then the other two trucks will
3 be divided out for the -- so that's how we're
4 able to -- what we could do -- we could really
5 use those vehicles to -- and this is a start of
6 upgrading our vehicles after so many years, not
7 waiting so long to get the vehicles. In the
8 past I would think we don't need a vehicle. We
9 don't need that expense.

10 But they are so ran down now we have
11 some that didn't even pass inspection. We're
12 going to put them out the salvage yards, put
13 some signs on them, take some quotes from them
14 and they just sell them and we'll take what
15 we're offered and take them off the insurance
16 because, Joe, we have vehicles now that won't
17 pass inspection.

18 MR. INCELLI: Right.

19 MR. WALKER: The person who does the
20 inspections are going to get the Section 8
21 vehicle.

22 MR. PADULA: That is one of most
23 used vehicles here, inspectors. And they go.
24 They are up in Gouldsboro. They go pretty far.
25 What we're going to do is take that car is one

1 of the better ones. We'll pull that back into
2 the admin office or public housing program.
3 And we'll give them the value of that car back
4 because that got bought out of Covid money.

5 MR. PRISLUPSKI: Right.

6 MR. PADULA: Did it come out of
7 Section 8 admin?

8 MR. PRISLUPSKI: No, it came out of
9 Covid. Their vehicle is fully depreciated.
10 Theoretically, we don't have to give them
11 anything.

12 MR. WALKER: We're buying, not
13 leasing.

14 MR. PRISLUPSKI: Yes.

15 MR. PADULA: John, Nicholina, and
16 our finance accountant said we're okay to
17 purchase them. It's better. We're okay with
18 that. We're going to look to at some lawn
19 equipment if need anything like that, just
20 standard operating procedure.

21 We'll make our -- Joe is going to
22 make sure we get it mulched and take care of
23 our properties, keep all of our curb appeal up,
24 very important for our neighbors to be friendly
25 with us. Section 8 is doing fine. We're

1 leasing about our lease is about 718. So that
2 is up a little bit more than usual. That's all
3 I have.

4
5 A motion to approve Report of Executive Director was
6 made by Mr. Barrett and seconded by Mr. Dorunda.

7 All Board Members present voted in favor.

8 Motion to Adjourn:

9
10 A motion to adjourn was made by Mr. Dorunda and
11 seconded by Mr. Barrett.

12
13 All Board Members present voted in favor.

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C E R T I F I C A T E

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



Maria McCool, RPR
Official Court Reporter



Mark Wallis, Secretary

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