

FRANKLIN COUNTY HOUSING AUTHORITY
BOARD MINUTES
WEDNESDAY, JANUARY 7, 2026
436 WEST WASHINGTON STREET, CHAMBERSBURG, PA

In Attendance: John Flannery, Rodney Benedick, Dave Jordan, Maureen O’Malley, Chris Ardinger, Daniel Myers

Staff in Attendance: Lisa Bryan

Guest in Attendance: Tony Metz

I. Call Meeting to Order – Dave Jordan

II. Public Meeting-2025 FCHA Annual Plan Review

- There were no changes to ACOP or Admin Plan.
- Changes to the 2026 Public Housing Handbook include:
 - Added: Maintenance will respond to non-emergency work orders within 30 days.
 - Added/Edited: No portable fire pits.
 - Sidewalk chalk is for sidewalks ONLY and must be cleaned up daily.
 - Bikes, skateboards, and electronic scooters/bikes can only be operated on streets and not on the sidewalks. Tenants will play with balls away from the buildings.
 - All seasonal or holiday yard décor must be removed at the end of the holiday or season.
 - Add: Contact paper will not be permitted on shelves, cabinets, appliances, or walls. Tenants shall not paste mirrors on doors, walls, or ceilings. No LED strip lights may be attached to walls.
 - The burning of candles, oil lamps, or any other open-flame devices is prohibited inside the dwelling unit.
 - Edited: Vehicles without a valid registration and current inspection sticker or inoperative vehicles may not be kept on the parking lots at any time.

III. Public Comment – None

IV. Review and Approval of 12/15/25 Minutes–Motion to approve minutes first by John Flannery, second by Chris Ardinger. Motion carried unanimously.

V. Bills and Communication

1. Resolution 2026-1 FCHA 2026 Annual Plan Board Resolution
 - Motion to approve 2026 Annual Plan first by Flannery, second by Maureen O’Malley. Motion carried unanimously.
2. Resolution 2026-2 Write-Off Vacated Tenant Accounts
 - Motion to approve write-offs first by Flannery, second by O’Malley. Motion carried unanimously.
3. Fiscal Reports
 - COCC Financials – Not available due to early meeting date.
 - Section 8 Financials – Not available due to early meeting date.
 - Public Housing Financials – Not available due to early meeting date.
 - Capital Fund Program Report – 12/31/2025 Reviewed. CF payments for December were \$31,000: \$17,000 for capital needs assessment from CF23 and CF24 funds; \$6,000 on unit repairs and \$8,000 for monthly administrative fee both from CF24. CF23 was fully expended in December, more than a year ahead of deadline. CF24 needs to be 90% obligated by May 5, 2026; currently about 30% obligated.
 - Occupancy Report – Not available due to early meeting date.

VI. Executive Director Report

- There were 2 instances of fraud; checks intercepted in mail and altered. Worked with Truist to resolve issues.
- Considering RFP to change banks in June/July.
- Daniel Myers and Robert Barrick are reviewing Capital Needs Assessment. Myers and Barrick will conduct walk-through in Chambersburg and Waynesboro to inspect sidewalks for CF24. Received pavilion designs for Waynesboro development; will review and send out to bid.
- New Property Manager starting Monday in Chambersburg, resulting in Chambersburg office and maintenance department being fully staffed.
- Currently we do not have many unit turns to complete.
- Accounting department will receive training in new software next week. Used new system for ACH payments and went well.

VII. Unfinished Business – None

VIII. Executive Session – Personnel

- Motion to move to Executive Session first by Rodney Benedick, second by Flannery. Motion carried unanimously.

IX. Return to Public Session

- Motion to return to Public Session first by O'Malley, second by Benedick. Motion carried unanimously.
- Board approved staff wage increases as presented. Motion to approve staff wage increases as presented first by Flannery, second by Ardinger. Motion carried unanimously.

X. Adjournment – Motion to adjourn first by Benedick, second by O'Malley. Motion carried unanimously.

Next Monthly Meeting: Monday, February 23, 2026 at 3:00 p.m. in Waynesboro office.

Respectfully Submitted by,

Rodney Benedick
Secretary