

FRANKLIN COUNTY HOUSING AUTHORITY
BOARD MINUTES
MONDAY, FEBRUARY 23, 2026
202 ELDER AVENUE, WAYNESBORO, PA

In Attendance: John Flannery, Rodney Benedick, Maureen O’Malley, Daniel Myers

Staff in Attendance: Susan Pettyjohn, Lisa Bryan

Guest in Attendance: Chet Thompson, Mary Thomas

I. Call Meeting to Order – John Flannery

II. Public Comment – Chet Thompson addressed the Board concerning his stove. He is requesting to remove stove burners and sit a rack and microwave on top of stove. Daniel Myers will follow up with Property Manager, who will contact tenant.

III. Review and Approval of 1/7/26 Minutes–Motion to approve minutes first by Maureen O’Malley, second by Rodney Benedick. Motion carried unanimously.

IV. Bills and Communication

1. FYE 3/31/25 FCHA Auditor’s Report: Barbacane, Thornton & Co.
 - Joseph Manfre reviewed FCHA’s 2025 Audit. The audit was completed with clean opinions, and no findings. The audit was filed on time with the Clearinghouse.
2. Resolution 2026-3 Write-Off Vacated Tenant Accounts
 - Motion to approve write-offs first by Benedick, second by O’Malley. Motion carried unanimously.
3. Fiscal Reports
 - COCC Financials – 11/30/25 and 12/31/25 Reviewed. As of November, COCC net income was \$168,000; up by \$24,000 from previous month. Investment income increased by \$20,000. Fiscal year to date, investments are \$138,000 above budget. Other income above budget by \$3,000 due to management fee earnings, and expenses are \$42,000 under budget due to accounting department’s prior staffing shortage which reduced expenses by \$37,000. As of December, COCC net income was \$160,000, down \$8,000 from previous month due to board authorized holiday gift to employees. COCC Investments as of November, a \$50,000 distribution was made to bolster the COCC checking account. Rate of return about 11%. In December, investments increased by \$10,000, rate of return about 5.5%.
 - Section 8 Financials – 11/30/25, 12/31/25 and 1/31/26 Reviewed. HAP for 2025 calendar year has no changes from prior report except there are now 11 outstanding vouchers, up from 6. We can increase units leased at the beginning of 2026 as there are remaining funds from 2025. Mainstream has no changes from prior report. We will continue not issuing vouchers since funding is unknown and there are no rollover funds. For November, administrative net income increased by \$10,000 from prior month. For the year, operating income is \$20,000 above budget due to increased administrative fee funds from HUD. HUD also provided more than needed funds for HAP expenses in November. For December, administrative net income experienced modest increase of \$4,000. Additional Mainstream administrative fees were received. For HAP, HUD greatly reduced funding for the month but surplus from previous month covered the difference.
 - Public Housing Financials – 11/30/25 and 12/31/25 Reviewed. For November, all AMPS experienced increase in net income although all tenant related accounts are estimates due to software transition. Maintenance and office salary/benefits are \$40,000 below budget for AMP1 and \$67,000 for AMP2 due to staff shortages. \$21,000 was budgeted for the AMPS for mold/asbestos remediation, but none was spent. Utilities are above budget by \$27,000 for all AMPS with Waynesboro being hit extra hard. AMP2 and AMP4 are over

budget in tenant write-offs by \$9,000 each. In December, AMP3 potentially down \$400 in net income compared to last month. Maintenance and office salary/benefits below budget by \$42,000 for AMP1 and \$58,000 for AMP2. \$24,000 was budgeted for mold/asbestos remediation and not spent. Utilities are \$39,000 above budget with Waynesboro developments gas cost making up \$15,000 of the difference. Write-offs have leveled out.

- Capital Fund Program Report – 1/31/26 Reviewed. The only January payment was the monthly \$8,000 for administration. CF23 was fully expended in December; currently CF24 is the only active grant.
- Occupancy Report – 12/31/25 and 1/31/26 Reviewed. In December, vacancies increased from 1 to 2 units and offline units decreased from 6 to 5 units. In January, vacancies remain at 2 and offline units remain at 5.

V. Executive Director Report

- Myers and Robert Barrick met with Lance Hoover from High Tide Environmental to discuss plans for pavilion project on Elder Avenue and Hawbaker Avenue in Waynesboro. They plan to have bid packet ready for next board meeting.
- Myers and Barrick are checking sidewalks for project bid. Also working on tree trimming project in Chambersburg.
- Accounting department is now transitioning from old to new software for financials.
- Casino/Bingo Night was held in Waynesboro last week.
- Fresh Express being held tomorrow in Chambersburg and Waynesboro.
- Bingo event being held in Chambersburg next week.
- FCHA and Boys and Girls Club are hosting a CVBA Mixer in Chambersburg next week. FCHA is donating food for the event.
- Myers is working on a grant for community center in Chambersburg. We are currently purchasing items for community center with P&G grant received last year.
- Myers spoke at Council of Government meeting about housing program and challenges.
- HOTMA is challenging for completion of annuals as there are no longer interims for income changes.

VI. Unfinished Business – None

VII. Executive Session – Personnel

- Motion to move to Executive Session first by Benedick, second by O'Malley. Motion carried unanimously.

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

Next Monthly Meeting: Monday, March 16, 2026 at 3:00 p.m. in Chambersburg office.

Respectfully Submitted by,

Rodney Benedick
Secretary