

FRANKLIN COUNTY HOUSING AUTHORITY  
MONDAY, JULY 17, 2023  
436 WEST WASHINGTON STREET, CHAMBERSBURG, PA

In Attendance: John Flannery, Maureen O'Malley, Dave Jordan, Alfred Bendell, Jessica Runshaw

Staff in Attendance: Lisa Bryan

- I. Call Meeting to Order** – John Flannery
- II. Introduction of New Board Member** – Jessica Runshaw
- III. Public Comment** - None
- IV. Review and Approval of 6-26-23 Minutes**–Motion to approve minutes first by O'Malley, second by Jordan. Motion carried unanimously.
- V. Bills and Communication**
  1. Resolution 2023-15 Write-Off Vacated Tenant Accounts
    - Motion to approve write-offs first by Jordan, second by O'Malley. Motion carried unanimously.
  2. Fiscal Reports
    - COCC Financials –5/31/23 Reviewed.
    - Section 8 Financials – 6/30/23 Reviewed.
    - Public Housing Financials – 5/31/23 Reviewed.
    - Capital Fund Program Report – 6/30/23 Reviewed.
    - Occupancy Report – 6/30/23 Reviewed.
- VI. Executive Director Report**
  - Auditors will be on-site the week of August 14.
  - The Section 8 Manager and maintenance aide positions are still open. We are not receiving candidate resumes for interviews.
  - The playground and Chambersburg office HVAC projects will coincide. Office staff will be moved to other buildings until renovations are completed.
  - AMP3/AMP4 master meter replacement project is upcoming.
- VII. Unfinished Business** – Out of Job Classification
  - Out of job classification being discussed in executive session and will be voted on upon return to public session.
- VIII. Executive Session** – New Position
  - Motion to move to Executive Session first by Jordan, second by O'Malley. Motion carried unanimously.
- IX. Return to Public Session**
  - Motion to return to Public Session first by O'Malley, second by Jordan. Motion carried unanimously.
  - Motion to approve Out of Job Classification as presented first by O'Malley, second by Jordan. Motion carried unanimously.
  - Motion to approve New Position as presented by Executive Director first by Jordan, second by O'Malley. Motion carried unanimously.

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

Next Meeting: Monday, August 21, 2023 at 3:00 p.m. in the Waynesboro office.

Respectfully Submitted by,

Kevin Myers  
Secretary