

FRANKLIN COUNTY HOUSING AUTHORITY
MONDAY, MARCH 20, 2023
436 WEST WASHINGTON STREET, CHAMBERSBURG, PA

In Attendance: John Flannery, Dave Jordan, Maureen O'Malley, Lenore Wyant, Jessica Runshaw

Staff in Attendance: Susan Pettyjohn, Lisa Bryan

- I. Call Meeting to Order – John Flannery**
- II. Public Comment – None**
- III. Review and Approval of 2-27-23 Minutes**–Motion to approve minutes first by Jordan, second by Wyant. Motion carried unanimously.
- IV. Bills and Communication**
 1. Resolution 2023-8 Write Off Vacated Tenant Accounts
 - Motion to approve Write Offs first by Jordan, second by Wyant. Motion carried unanimously.
 2. Resolution 2023-9 Removal of Expended Equipment from Fixed Asset Account
 - Motion to approve Removal of Expended Equipment first by Wyant, second by O'Malley. Motion carried unanimously.
 3. Resolution 2023-10 Approving the Fiscal Year 4/1/23 through 3/31/24 Operating Budget
 - Runshaw explained that these budgets are showing realistic figures. AMP 1 is showing a net gain while AMPs 2,3,4 show a net loss. HUD recommends having four months of reserves to show strong viability. AMP1 and AMP3 have just over four months of reserve funds; will review as needed.
 - Will discuss budget in Executive Session and return to Public Session for voting.
 4. Fiscal Reports
 - COCC Financials – 2/28/23 Reviewed.
 - Section 8 Financials – 2/28/23 Reviewed.
 - Public Housing Financials – Not available due to fiscal year end.
 - Capital Fund Program Report – 2/28/23 Reviewed.
 - Occupancy Report – 2/28/23 Reviewed.
- V. Executive Director Report**
 - Tree project has been completed, Landscape project and Porch project are still in progress.
 - Playground project to include pavilion with bathrooms.
 - Resident Appreciation Day (RAD) and Movie Night will be held at each location. Bryan sending dates to board members.
 - Three staff members are no longer employed at FCHA.
 - Holding interviews for new staff, but many do not show, request higher pay than posted amounts, or are not qualified.
- VI. Unfinished Business – None**
- VII. Executive Session**
 - Motion to move to Executive Session first by Jordan, second by Wyant. Motion carried unanimously.

VIII. Return to Public Session

- Motion to return to Public Session first by O'Malley, second by Jordan. Motion carried unanimously.
- Motion to approve Resolution 2023-10 as discussed in Executive Session, including COLA and merit increases, first by Jordan, second by O'Malley. Motion carried unanimously.
- Out of job classification will be discussed at next month's meeting.
- Board approved Section 8 training bonus through April. Motion to approve training bonus as discussed in Executive Session first by O'Malley, second by Jordan. Motion carried unanimously.
- Funds owed to FCHA by Luminest will be discussed at next month's meeting.

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

Next Meeting: Monday, April 17, 2023 at 3:00 p.m. in the Waynesboro office.

Respectfully Submitted by,

Kevin Myers
Secretary