

BERKS COUNTY HOUSING AUTHORITY

May 28, 2025

REGULAR MEETING AGENDA

You may attend via phone, Zoom, or at our main office.

CALL TO ORDER

ROLL CALL

****APPROVE MINUTES OF April 23rd, 2025, Member Annual BOARD MEETING.**

****APPROVE MINUTES OF April 23rd, 2025, REGULAR BOARD MEETING.**

****APPROVE MINUTES OF May 8th, 2025, Special BOARD MEETING.**

****APPROVE CURRENT BILLS FOR THE MONTH OF APRIL 2025 in the amount \$451,327.55**

****APPROVE FINANCIAL STATEMENTS FOR THE MONTH OF April 2025.**

VISITORS COMMENTS

CHAIRMAN'S REMARKS-

COMMITTEE REPORTS

A. Finance:

B. Personnel:

CORRESPONDENCE

PUBLIC HOUSING

A. Status Report April 2025- vacancies 7 (2 offline with extensive repairs to be completed). 97.1% occupied

HOUSING CHOICE VOUCHER PROGRAM

A. Status Report April --participants 492/VASH Vouchers-17(additional 8 were awarded)

MANAGEMENT PROGRAMS

A. Norman Commons- 100% Occupied

B. Tarsus Manor- 31 /33 Occupied

C. BHO- 1 vacancy 5 Occupied

D. NCHA

BHO UPDATE-

EXECUTIVE SESSION

OLD BUSINESS-

NEW BUSINESS

1. ** Motion to approve accepting the contract with Condition One in the amount of \$33,550.00 to replace stairs at 709, 711, 727 and 729 Spring Street Properties (see estimates attached)

2. ** Motion to approve Gwen Becker to attend the Federal Grants Training in Nashville, August 13-16th, not to exceed \$3,000.00 with NCHA to pay half.

3. Motion to approve the purchase of a vehicle for the HCV program, not to exceed \$35,000.00 to replace the 2012 Jeep.**

4. Motion to accept the employee contract for Brianna Wenck, to be prompted at the NCHA campus to the Property Director, with Board President to sign an At-Will employment contract on behalf of BCHA.**

5. ** Motion to accept the employee contract for Anthony Turner, to be prompted to the Maintenance Supervisor role, at the Berks Campus, with Board President to sign an At-Will employment contract on behalf of BCHA.

6. ** Motion to accept the employee contract for Francheska Velazquez, to be hired at the NCHA campus for Assistant HCV Processor, with Board President to sign an At-Will employment contract on behalf of BCHA.

7. ** Motion to amend the 401 K Principal Plan to change eligibility to enroll from quarterly to monthly, to be consistent with the employee manual.

8. ** Motion to consider a loan to BHO, from BHCA property management funds for the purpose of funding a full time executive director not to exceed \$150,000.00., terms to be determined.

Items marked with ** are items for which there may or will be deliberation or official action taken at the meeting.

ADJOURNMENT_____ moved to adjourn_____ seconded the motion. The next Board Meeting will be held on Wednesday, June 25th, 2025 @ 4:00 p.m.