

GHA Board of Commissioners

Regular Meeting

October 26, 2021, at 4:30 PM

Greenfield Housing Authority – Remote Zoom Meeting

The Greenfield Housing Authority Board of Commissioners conducted the Regular Meeting of the Authority on Tuesday, October 26, 2021, via remote Zoom Meeting.

CALL TO ORDER

Commissioner Hawkins called the meeting to order at 4:30 p.m.

Commissioners Present: Robert Hawkins, Randi Parks, John Mackin, Trish Leonard, Randi Parks

Commissioners Absent: None

Staff Present: Thomas Guerino, Andi Guy, Jodi Clough

Others Present: Deb Wilson, Louise Amyot, Susan Worgaftik

1. ACTIONS

Minutes of the 9-28-21 Regular Board Meeting: Commissioner Leonard motioned and Commissioner Mackin seconded a motion to approve the minutes of the September 28, 2021, Regular Board meeting.

21-63 Voted 4 in favor; 0 opposed
No discussion.

Minutes of the 10-13-21 Special Board Meeting: Commissioner Parks motioned and Commissioner Mackin seconded a motion to approve the minutes of the October 13, 2021, Special Board meeting.

21-64 Voted 5 in favor; 0 opposed
No discussion

Monthly Staff Report for September 2021: Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve the Monthly Staff Report for September 2021.

21-65 Voted 5 in favor; 0 opposed
Discussion: The length of time to complete routine work orders was discussed. Maintenance will be performing planned and scheduled overtime when needed. Tom Guerino stated that a team from DHCD would be coming to work with the GHA maintenance staff to work on prioritization, etc.

Monthly Financials for September 2021: Commissioner Leonard motioned and Commissioner Mackin seconded a motion to approve the September monthly financials.

21-66 Voted 5 in favor; 0 opposed
No discussion

Quarterly Financials – 9/30/21: Commissioner Parks motioned and Commissioner Mason seconded a motion to approve the Quarterly Financials for the quarter ending 9/30/21.

21-67 Voted 5 in favor; 0 opposed
No discussion

Payment Summary for September 2021: Commissioner Leonard motioned and Commissioner Parks seconded a motion to approve the Payment Summary for the month of September 2021.

21-68 Voted 5 in favor; 0 opposed
Discussion: Lengthy discussion regarding a water bill in excess of \$7,000 from a single unit in the 705 portfolio. GHA is working with the City to abate this. Discussion regarding assessing a fee to the tenants for negligence in not reporting the issue causing this.

FY22 Budget Revision: Commissioner Leonard motioned and Commissioner Mackin seconded a motion to approve the FY22 Budget Revision.
Discussion: The Budget Revision covers 3 items; Executive Director Salary, Mini-Split Exemption, and additional allocation to Legal expense.

21-69 Voted 5 in favor; 0 opposed
Discussion: The Budget Revision covers 3 items; Executive Director Salary, Mini-Split Exemption and additional allocation to the Legal Expense line item.

Contract Award for DHCD Project #113100 – Cracked Pipe: Commissioner Leonard motioned and Commissioner Mackin seconded a motion to award the contract for Project #113100 to Campora Construction in the amount of \$44,450.

21-70 Voted 5 in favor; 0 opposed

Fair Market Rent Survey: HUD recently placed Franklin County in the Springfield Metropolitan Statistical Area (MSA) for Fair Market Rents. GHA and HRA are working together and have filed an appeal for a reevaluation. They are currently in the process of obtaining a consultant to assist them in data collection. No vote will be taken at this time as they have not yet vetted out a consultant. Fair market rents in the Springfield are lower than the rents in Franklin County. This will affect subsidies which may in turn decrease the number of landlords who participate in the program and which may increase the tenant share of the rent.

Holiday Workshop:

Executive Director, Guerino, stated that the Holiday Workshop will be held on Friday, December 17th from 1:00 pm to 4:00 pm at the Elm Terrace Community Room. The meal will be catered by Terrazza.

2. Reports and Updates**Capital Improvement Plan Projects**

- Elm Terrace Bathroom Exhaust project was out to bid for 10/21 and one bid was received which was within the allotted budget. The architect is in the process of doing the reference checks. Due to funding, the project was bid with the 667-1 units included in the base bid and the 667-2 units as an alternate. GHA will move forward with just the base bid for this project and bid the remaining units in another project.
- Elm Terrace Roof Replacement – Andi just received word that DHCD had approved the specs for the project and GHA could now put this project out to bid.

Tenant Concerns: No items to report.

- 3. Executive Session:** Commissioner Leonard motioned and Commissioner Parks seconded a motion to enter into Executive Session at 5:13 pm for the purpose of approving the minutes of the 6-14-2021 and 10-13-2021 Executive Sessions. The Board will not reconvene in Open Meeting. Roll Call Vote is as follows: Commissioners Hawkins, Leonard, Mason, Mackin and Parks all voted Aye.
- 4. ADJOURNMENT:** Commissioner Leonard motioned and Commissioner Mason seconded a motion to adjourn the meeting at 5:25 pm.

Respectfully Submitted,

Thomas M. Guerino

Thomas M. Guerino,
Executive Director