

**REGULAR MEETING  
TUESDAY, MARCH 21, 2023**

The regular meeting of the Westmoreland County Housing Authority Board of Commissioners was called to order by Mr. Abraham and the following were present:

Thomas S. Abraham, Vice Chairman  
Norene Price, Treasurer (phone conference)  
Joseph A. Dalfonso, Secretary  
Robert T. Regola, Member

Absent: Daniel J. Wukich, Chairman

Also present: Michael L. Washowich, Executive Director  
William J. McCabe Solicitor  
Linda Metz, Executive Administrative Assistant  
Erik Spiegel, Director of Architect and Engineering  
Mark Swetz, Comptroller  
Sherry Mickey, Jeannette Manor resident  
Diane Fox, Jeannette Manor resident  
Bruce Cramer, Jeannette Manor resident

There being a quorum present, Mr. Abraham declared the meeting in session.

**PUBLIC COMMENT**

Sherry Mickey thanked Mr. Washowich and the Authority for providing food for the Manor's Bingo event. She said that all residents enjoyed it.

Ms. Mickey then proceeded to address the issue of criminal activity at the Manor. "They're going in and out," she said.

However, she applauded the authority for its help in combating the problem but asked that "drug free" signs like the "smoke-free" signs also be placed at the Manor.

**REGULAR MEETING  
TUESDAY, MARCH 21, 2023**

Mr. Washowich explained to the board that he has been working with Ms. Mickey and other residents for being so diligent on this matter.

“I want to comment these residents for the work that they’ve being doing in trying to get a handle on any of the issues that arise,” he said. “As we all know, it only takes a couple of residents to just disrupt the peaceful enjoyment of the community.”

Mr. Washowich pointed out that the Authority has addressed security issues at Jeannette Manor, including the installation of cameras which residents can view on their own devices, an alarm system on the back doors, and more.

He also said that WCHA remains dedicated to working with residents to provide safe housing not only in Jeannette but throughout the county. “We’ll continue to do what is necessary.”

**READING OR DISPENSING OF THE READING OF THE MINUTES**

Mr. Dalfonso moved, and Mr. Regola seconded the motion to dispense from the reading of the January 13, 2023, reorganization meeting and regular meeting minutes as submitted to the Board of Commissioners and accept them as presented, subject to any correction or deletions. On a roll call, the motion carried unanimously.

**RATIFY THE PAYMENT OF BILLS**

Mr. Regola moved, and Mr. Dalfonso seconded the motion to ratify the payment of bills that are properly authorized and signed as presented and travel expenses for the Commissioners attending this meeting. On a roll call, the motion carried unanimously.

**MANAGEMENT REPORT**

**EXECUTIVE REPORT:**

Mr. Washowich offered a brief report highlighting WCHA’s various programs and efforts to assist residents and families. He specifically referred to the Hope in Life report for March. In the report, Mr. Washowich pointed out that the WCHA did 185 food rescues and helped 14 residents to apply for necessary benefits to avoid eviction.

**REGULAR MEETING  
TUESDAY, MARCH 21, 2023**

“And again, you know it's imperative that we continue to fulfill our mission of outreach,” he said.

He also asked that the board approve the three items that were on the agenda, including an Updated Employee Handbook. The previous handbook was issued in 2002.

FINANCIAL REPORT: Mr. Swetz also offered a brief report highlighting “a \$1 million or so increase over last year” to the 2023 budget that was approved in September.

MODERNIZATION REPORT: Mr. Spiegel presented his report (see provided hard copy).

**CORRESPONDENCE**

Hope in Life for March 2023

**OLD BUSINESS**

No old business.

**NEW BUSINESS**

Mr. Dalfonso moved, and Mr. Regola seconded a motion to adopt Resolution 2023-03 approving the Updated Employee Handbook, Policies and Procedures.

On a roll call vote, the motion carried unanimously.

Mr. Regola moved, and Mr. Dalfonso seconded a motion to adopt Resolution 2023-04 approving the ex-tenants accounts written off to collection loss for December 2022 and January 2023.

<u>Month</u>	<u>Public Housing</u>	<u>Section 8 New Construction</u>
December 2022	\$ 20,245.75	\$ 1,572.75
January 2023	\$ 21,339.93	\$ 00.00

On a roll call vote, the motion carried unanimously.

**REGULAR MEETING  
TUESDAY, MARCH 21, 2023**

Mr. Dalfonso moved, and Mr. Regola seconded a motion to adopt Resolution 2023-05 in accordance with the Department of Housing and Urban Development (HUD) HOTMA Final Rule which revises and amends regulation for HUD's Public Housing and Section 8 program and must be implemented by all PHAs.

On a roll call vote, the motion carried unanimously.

**ADJOURNMENT**

Mr. Dalfonso moved, and Mr. Regola seconded a motion to adjourn. On a roll call, the motion carried unanimously.

The Vice Chairman declared the meeting adjourned.