

**REGULAR MEETING OF THE
LAKE METROPOLITAN HOUSING AUTHORITY
September 8, 2021
111 E. WASHINGTON STREET, PAINESVILLE, OHIO
6:00 P.M.**

The meeting was called to order by Chairperson Jeffrey Mackey at 6:02 p.m.

PRESENT

Chairperson Jeffrey Mackey
Vice-Chair Charles Stennis, Jr.
Gregory Schmidt
Cynthia Brooks (absent)
Kathryn Popp
George Phillips (absent)
Julius Williams

ALSO PRESENT

Eric Martin, Chief Financial Officer
Amy Tressler, Assistant Director
Melissa Winfield

CHAIRPERSON'S COMMENTS:

Due to the increase of positive COVID cases, consideration should be given to wearing masks at future board meetings. Inquiry was made on mask protocols for employees while in the office. The return to a mask requirement by employees while inside is being considered due to the high transmission rates locally.

MEETING MINUTES:

July 14, 2021 Regular Board Meeting and August 10, 2021 Special Board Meeting minutes. The minutes were accepted by unanimous acclimation.

CEO REPORT:

Eric Martin & Amy Tressler shared highlights from the CEO report that was emailed in advance of meeting:

- Eviction notices for nonpayment of rent resumed in July. This increased rent collection. Attorney Pitchford noted the challenges with collection after families vacate. Notices will be issued for delinquent rent moving forward. HUD continues to issue guidance on eviction matters and emergency assistance available to families.
- A HUD REAC inspection of the Multifamily properties was conducted August 24. 5 exigent health and safety deficiencies were identified; all were corrected, and notification made to HUD August 25. Two units at Woodlawn Homes had mold/mildew deficiencies cited. A plan to remediate deficiencies has begun. This includes the use of a dehumidifier, physical removal of stained areas and sealing with Drylok. Completion is anticipated September 13, 2021. A vendor has been secured to clean and fix downspouts/gutters to prevent further water issues in the basements. All Woodlawn units were in process of being inspection prior to the REAC notification.
- Staffing: The new Director of Housing and Maintenance Technician started August 23, 2021.
- Two proposals for consulting services were received for review. Services from these proposals to include executive management and programs guidance during the transition to a permanent CEO.
- Section 18 Disposition (PVP): 90 Day Notice issued to families will expire September 9. HUD confirmed the application for vouchers submitted in June is pending final approval and the

Housing Authority will continue to follow up closely. Calls are coming in from families inquiring on the status.

- Reconvening the REACH Board was discussed during the meeting. Additionally, discussions on financing options for the sale of ParkView Place resumed. Attorney, Mike Pitchford, suggested that a financial Performa on ParkView Place would be useful should Lake MHA pursue conventional bank financing. Eric Martin indicated that he would put together a draft Performa for the Board to review at the next meeting.
- Lake MHA has reached back out to GPD on the water pooling issue and has asked that inspection of the pre-casting around all window units be included in the adjusted estimate.

FINANCE REPORT:

A motion was made by Vice-Chairperson Charles Stennis, Jr. and seconded by Kathryn Popp to approve the June & July 2021 financials. The June & July financials were approved by roll call with 5 ayes from Vice-Chairperson Charles Stennis, Jr., Gregory Schmidt, Kathryn Popp, Julius Williams, and Chairperson Jeffrey Mackey.

RESOLUTIONS:

- **Resolution 13-2021:** Resolution appointing Amy Tressler and Eric Martin as Interim Co-Directors of the Lake Metropolitan Housing Authority.

A motion was made by Vice-Chairperson Charles Stennis, Jr. and seconded by Kathryn Popp to adopt this resolution. Resolution 13-2021 was approved by roll call with 5 ayes from Vice-Chairperson Charles Stennis, Jr., Gregory Schmidt, Kathryn Popp, Julius Williams, and Chairperson Jeffrey Mackey.

- **Resolution 14-2021:** Resolution authorizing the Interim Co-Director to execute a contract with DiCaudo, Pitchford & Yoder for legal services.

A motion was made by Kathryn Popp and seconded by Vice-Chairperson Charles Stennis, Jr. to adopt this resolution. Resolution 14-2021 was approved by roll call with 5 ayes from Vice-Chairperson Charles Stennis, Jr., Gregory Schmidt, Kathryn Popp, Julius Williams, and Chairperson Jeffrey Mackey.

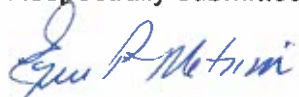
- **Resolution 15-2021:** Resolution authorizing the Interim Co-Director to execute a contract with Melissa Winfield for consulting services.

A motion was made by Vice-Chairperson Charles Stennis, Jr. and seconded by Julius Williams to adopt this resolution. Resolution 15-2021 was approved by roll call with 5 ayes from Vice-Chairperson Charles Stennis, Jr., Gregory Schmidt, Kathryn Popp, Julius Williams, and Chairperson Jeffrey Mackey.

ADJOURNMENT:

A motion was made by Vice-Chairperson Charles Stennis, Jr. and seconded by Kathryn Popp adjourn the meeting. This motion was passed by unanimous acclimation by those present. The meeting adjourned at 7:00 p.m.

Respectfully submitted,



Amy Tressler & Eric Martin