

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF THE  
LANCASTER COUNTY HOUSING AUTHORITY  
FEBRUARY 27, 2024  
28 PENN SQUARE, SUITE 100  
LANCASTER, PA 17603**

The members of the Board of the Lancaster County Housing Authority met Tuesday, February 27, 2024. The Board meeting was held at the offices of the Lancaster County Housing & Redevelopment Authorities, 28 Penn Square, Suite 100, and via Zoom Videoconference.

Members of the Board in attendance: Jim Eby, Ed Fisher, Melinda Kaufman, and Jim Williams.

Staff members present were: Justin Eby, Executive Director; Deb Jones, Director of Human Services and the Office for the Coalition; Michaela Allwine, Director Housing and Community Development; Audrey Steinmetz, Director Tenant & Landlord Services; Scott Fredo, Director of Finance and Administration; Jocelynn Naples, Director of Communications, Development and Special Projects; Sean Krumpe, Acquisition & Rehabilitation Program Coordinator; and Beth Dreyer-DeGoede, Secretary.

Also in attendance: Tim Stuhldreher, Editor *OneUnitedLancaster.com*

Mr. Fisher called the meeting to order at 4:20 p.m.

Public Comment – Mr. Stuhldreher asked for people in the room to please speak up as the HVAC system was muffling the sound.

Minutes of the January 2024 meeting were approved. The motion was made by Mr. Jim Eby, second by Mr. Williams and unanimously accepted.

Communications – Mr. Justin Eby noted that we had communication from HUD, they had questions on our 2022 HUD audit submission. Mr. Fredo is responding.

Staff Reports: Mr. Justin Eby said there was nothing to report.

The Monthly Activity and Status Report is attached hereto and made a part hereof.

The Financial Report for the month of January 2024 was approved on a motion by Mr. Williams, second by Mr. Jim Eby and unanimously accepted. Mr. Fredo noted the Housing Authority is steady. They are working through the housing choice voucher waitlist as vouchers become available.

Committee Reports – None

New Business:

- 1) The board approved the Fiscal Year 2023 Section 8 Management Assessment Program Certification. Ms. Steinmetz noted that this is the annual certification that must be done. The motion to approve was made by Mr. Jim Eby, second by Mr. Williams, and unanimously carried. (A copy of said Resolution [FEB 24 #1] is attached hereto and made a part hereof).

NOW, THEREFORE BE IT RESOLVED, by the Board of the Lancaster County Housing Authority to approve the ATTACHED Section 8 Management Assessment Program Certification for the fiscal year ending December 31, 2023.

- 2) The board approved a contract extension with Tenfold for Housing Stability Services using Emergency Rental Assistance Program (ERA2) funds. Ms. Jones noted that last year the board approved a contract with service providers to offer targeted services for case management to aid folks coming out of homelessness. The motion to approve was made by Ms. Kaufman, second by Mr. Williams and unanimously approved. (A copy of said Resolution [FEB 24 #2] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED by the Board of the Lancaster County Housing Authority to authorize the Executive Director to execute an extension to a contract with Tenfold for amounts not to exceed TWENTY THOUSAND and 00/100 DOLLARS (\$20,000.00) using Emergency Rental Assistance Program (ERA2) funding through December 31, 2024.

Other Business:

Mr. Fisher announced that the next meeting of the Board of the Lancaster County Housing Authority is expected to be held Tuesday, March 26, 2024, after the 4 p.m. meeting of the Lancaster County Land Bank Authority.

The meeting was adjourned at 4:27 p.m.

  
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Beth A. Dreyer DeGede, Secretary