

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
LANCASTER COUNTY HOUSING AUTHORITY
SEPTEMBER 23, 2025 AFTER THE 4 PM MEETING OF THE
LANCASTER COUNTY LAND BANK AUTHORITY
28 PENN SQUARE, SUITE 100
LANCASTER, PA 17603**

The members of the Board of the Lancaster County Housing Authority met Tuesday, September 23, 2025. 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: Ed Fisher, Melinda Kaufman, Mike McGee and Jim Williams.

Staff members present were: Justin Eby, Executive Director; Audrey Steinmetz, Director Tenant and Landlord Services; Deb Jones, Director of Human Services; Marisol Maldonado, Director of Housing and Community Development; Scott Fredo, Director of Administration and Finance; Rachel Valmonte, Compliance Manager and Beth Dreyer-DeGoede, Secretary.

Also in attendance: Rhonda Harrison, *Lancaster Redevelopment Fund board member*.

Mr. Fisher called the meeting to order at 4:07 p.m.

Public Comment – None

Minutes of the June 2025 meeting were approved. The motion was made by Mr. Williams, second by Ms. Kaufman and unanimously accepted.

Communications – Mr. Eby noted that the Housing Authority has a close out audit meeting with the US Treasury on Friday, September 26.

Staff Reports – Mr. Eby reported that the September 30, 2025 is the end of the Emergency Rental Assistance Program (ERAP). No payouts can be made for expenditures after that date.

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

The Financial Reports for the months of June, July and August 2025 were approved on a motion by Ms. Kaufman, second by Mr. Williams and unanimously accepted. Mr. Fredo noted that June has \$3.4 million of ERAP funds received and paid to HDC. July had no activity. For August, he noted that fraud recovery was up 22% from the prior year and commended the Housing Authority staff for this improvement. Mr. McGee asked what this meant. Ms. Steinmetz said that they follow up with voucher holders to make sure that they are in compliance and pay back if they need to. Mr. Fredo also noted that they had \$1.3 remaining in ERAP funds but will be down to approximately \$80,000 after payments this week. Mr. Fisher asked how the Housing Authority could move the number of vouchers disbursed but not leased up down. Ms. Steinmetz said that the barrier is finding landlords who will accept the vouchers.

Committee Reports – None

New Business:

- 1) The board adopted a schedule of meetings for the Year 2026. The motion to approve was made by Mr. Williams, seconded by Ms. Kaufman and unanimously approved. (A copy of said Resolution [SEP 25 #7] is attached hereto and made a part hereof).

NOW THEREFORE BE IT RESOLVED by the Board of the *Lancaster County Housing Authority* that the regular meetings for the year 2026 shall be held on the *fourth* Tuesday of each month, with the exception of December when the meeting shall be on the *third* Tuesday. Said meetings will be held at approx. 4:30 p.m., following the meeting of the Lancaster County Land Bank Authority, at the offices of the Lancaster County Housing & Redevelopment Authorities or via the *Zoom* video-conferencing platform.

The scheduled meetings are as follows:

Tuesday, January 27, 2026	Tuesday, July 28, 2026
Tuesday, February 24, 2026	Tuesday, August 25, 2026
Tuesday, March 24, 2026	Tuesday, September 22, 2026
Tuesday, April 28, 2026	Tuesday, October 27, 2026
Tuesday, May 26, 2026	Tuesday, November 24, 2026
Tuesday, June 23, 2026	Tuesday, December 15, 2026

- 2) The board adopted the Annual Plan for Fiscal Year 2026. Ms. Steimetz noted there were 7 Foster to Youth Independence Vouchers but 2026, but no other new vouchers. The motion to approve was made by Mr. McGee, seconded by Mr. Williams and unanimously approved. (A copy of said Resolution [SEP 25 #8] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED, by the Board of the Lancaster County Housing Authority, to adopt the Annual Plan for the upcoming fiscal year; and

BE IT FURTHER RESOLVED to authorize the Chairman to sign “Certification by State or Local Officials of PHA Plan’s Consistency with the Consolidated Plan,” required for submission of the Annual Plan for Fiscal Year 2026 to the U.S. Department of Housing and Urban Development.

Other Business - None

Mr. Fisher announced that the next meeting of the Board of the Lancaster County Housing Authority is expected to be held Tuesday, October 28, 2025, after the 4 p.m. meeting of the Lancaster County Land Bank Authority.

The meeting was adjourned at 4:23 p.m.


Beth A. Dreyer DeGoede, Secretary