

# **REGULAR MEETING**

## **June 17, 2025**

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

Robert T. Regola, Chairman  
Joseph A. Dalfonso, Vice Chairman  
Susan Kohler, Secretary  
Thomas S. Abraham, Treasurer  
Jerry Radebaugh, Member

Also present: Michael L. Washowich, Executive Director  
William J. McCabe Solicitor  
Linda Metz, Executive Administrative Assistant  
Erik Spiegel, Director of Architect and Engineering  
Rachel Fritz, Comptroller  
Rich Chodolofsky, Tribune Review

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

### **PUBLIC COMMENT**

No public in attendance wanting to speak.

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

Mr. Abraham moved, and Mr. Dalfonso seconded the motion to dispense from the reading of the March 18, 2025, 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 was carried unanimously.

### **RATIFY THE PAYMENT OF BILLS**

Mr. Dalfonso moved, and Mr. Abraham 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 was carried unanimously.

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### **MANAGEMENT REPORT**

#### **EXECUTIVE REPORT**

Mr. Washowich updated the board on the status of entering into a 20-year lease for office space at the authority's warehouse with Westmoreland County Department of Human Services.

According to Mr. Washowich, talks have been ongoing with the county and more concise information should be available for the board at its September meeting.

"The plan has come together quite nicely," he said.

He explained that the warehouse has everything Human Services needs in terms of space with the option to take the whole building. Right now, however, Human Services is looking at a minimum of 26,000 square feet out of the more than 35,000 square feet available.

WCHA would still maintain a presence in the building to relocate its purchasing department and some maintenance entities.

"I think it's a good fit," Washowich said.

Other options include converting a portion of the property into a Welcome Center or housing the county's Department of Veteran Services.

FINANCIAL REPORT: Ms. Fritz provided a hard copy of her report which included the operating statements showing where WCHA sits financially for six months ending March 31st. "So crazy to think it's six months and then we're going to be closing out nine months here at the end of this month," she said.

MODERNIZATION REPORT: Mr. Spiegel also presented a hard copy of his report.

#### **CORRESPONDENCE**

Hope in Life newsletter for June 2025.

#### **OLD BUSINESS**

None.

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### NEW BUSINESS

Mr. Radebaugh moved, and Mr. Abraham seconded approval of Resolution 2025-04 authorizing the Executive Director to accept by gift property located in Mount Pleasant Township from the Diocese of Greensburg as the site for Church View Senior Residences project and to execute and deliver all necessary closing documents.

On a roll call, the motion was carried unanimously.

Mr. Dalfonso moved, and Mr. Abraham seconded approval of Resolution 2025-05 approving the submission of the Annual PHA Plan for Fiscal Year beginning October 1, 2025, to September 30, 2026, and 5-Year Plan as prepared in conjunction with the Resident Council, as required by HUD.

On a roll call, the motion was carried unanimously.

Mr. Radebaugh moved, and Ms. Kohler seconded approval of Resolution 2025-06 approving the submission of the 2025 Capital Fund Program Annual Statement and the Capital Fund 5-Year Plan PHA Plan is required by HUD.

On a roll call, the motion was carried unanimously.

Mr. Dalfonso moved, and Ms. Kohler seconded approval of Resolution 2025-07 whereas the Department of Housing and Urban Development (HUD) has permitted PHAs to implement Housing Opportunities Through Modernization Act (HOTMA) changes effective July 1, 2025; Westmoreland County Housing Authority is amending applicable sections of its HCV/PBV Administrative Plan and Public Housing Admission and Continued Occupancy Policy to comply with all HOTMA requirements.

On a roll call, the motion was carried unanimously.

Mr. Radebaugh moved, and Mr. Dalfonso seconded approval of Resolution 2025-08 approving the ex-tenants accounts written off to collection loss for March, April and May of 2025.

<u>Month</u>	<u>Public Housing</u>	<u>Section 8 New Construction</u>
March 2025	\$ 23,806.74	\$ 628.18
April 2025	\$ 26,889.62	\$ 2,434.77
May 2025	\$ 6,149.55	\$ 701.61

On a roll call, the motion was carried unanimously.

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Mr. Abraham moved, and Mr. Radebaugh seconded approval of Resolution 2025-09 authorizing a ground lease agreement; the execution and delivery of required documents, and the taking of all other actions necessary pertaining to the Church View Commons project.

On a roll call, the motion was carried unanimously.

Mr. Radebaugh moved, and Mr. Dalfonso seconded approval of Resolution 2025-10 authorizing the addition of a lease addendum Public Housing and Section 8 New Construction's Non-Smoking Policy in which the current wording of "unregulated nicotine product, or herbal matter" will be replaced with "regulated/unregulated nicotine products, or herbal/non-herbal matter."

On a roll call, the motion was carried unanimously.

### **ADJOURNMENT**

Mr. Abraham moved, and Mr. Radebaugh seconded a motion to adjourn.

On a roll call, the motion carried unanimously.

Mr. Regola declared the meeting adjourned.