

**REGULAR MEETING**  
**November 25, 2025**

The regular 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 (phone conference)  
Jerry Radebaugh, Member

Also present: Michael L. Washowich, CEO / Executive Director  
William 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. Regola declared the meeting in session.

**PUBLIC COMMENT**

No public in attendance wanting to speak.

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

Mr. Dalfonso moved, and Mr. Radebaugh seconded the motion to dispense from the reading of the September 16, 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.

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

Mr. Radebaugh 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 was carried unanimously.

### **MANAGEMENT REPORT**

#### **EXECUTIVE REPORT**

“As you see on the resolution agenda here this evening, there's 10 resolutions, and I recommend approval of those 10 resolutions here this afternoon,” said Mr. Washowich.

FINANCIAL REPORT: Ms. Fritz provided a hard copy of her report and told the board that WCHA has submitted its financial information for the 12 months ending on September 30, 2025.

MODERNIZATION REPORT: Mr. Spiegel also presented a hard copy of his report which covered “everything” I think I believe I've covered everything from the engineering architecture department report from capital fund to development activities.

### **CORRESPONDENCE**

Hope in Life newsletter for November 2025.

Thank you note from Joan Reese for naming street in Church View Senior Residences after her son the late state Rep. Mike Reese.

### **OLD BUSINESS**

None.

**REGULAR MEETING**  
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**NEW BUSINESS**

Mr. Radebaugh moved, and Mr. Dalfonso seconded a motion to adopt Resolution 2025-14 approving changes in the Public Housing Utility Allowance Schedule effective January 1, 2026.

On a roll call, the motion was carried unanimously.

Mr. Radebaugh moved, and Ms. Kohler seconded a motion to adopt Resolution 2025-15 approving the revision of Section 8 allowances for tenant-furnished utilities and other services effective January 1, 2026.

On a roll call, the motion was carried unanimously.

Ms. Kohler moved, and Mr. Radebaugh seconded a motion to adopt Resolution 2025-16 approving the SEMAP Certification for the fiscal year ending September 30, 2025, and authorizing the Executive Director to sign and submit the SEMPA Certification to HUD in accordance with 24 CFR 985.101.

On a roll call, the motion was carried unanimously.

Mr. Dalfonso moved, and Mr. Radebaugh seconded a motion to adopt Resolution 2025-17 approving Housing Choice Voucher's Small Area Fair Market Rents (SAFMR) for specific ZIP code areas effective January 1, 2026.

On a roll call, the motion was carried unanimously.

Mr. Radebaugh moved, and Ms. Kohler seconded a motion to adopt Resolution 2025-18 approving the use of the 2026 Pittsburgh Metropolitan Fair Market Rents in determining contract rents in the Project-Based Voucher Program.

On a roll call, the motion was carried unanimously.

**REGULAR MEETING**  
**November 25, 2025**

Mr. Dalfonso moved, and Mr. Radebaugh seconded a motion to adopt Resolution 2025-19 approving revisions to the Public Housing flat rent schedule effective January 1, 2026.

On a roll call, the motion was carried unanimously.

Mr. Radebaugh moved, and Mr. Dalfonso seconded a motion to adopt Resolution 2025-20 approving the ex-tenants accounts written off to collection loss for September and October of 2025.

<u>Month</u>	<u>Public Housing</u>	<u>Section 8 New Construction</u>
September 2025	\$ 24,420.30	\$ 521.50
October 2025	\$ 15,234.26	\$ 5,075.16

On a roll call, the motion was carried unanimously.

Mr. Dalfonso moved, and Mr. Radebaugh seconded a motion to adopt Resolution 2025-21 authorizing the executive director, staff, and legal counsel to negotiate and execute a contract with Energy Independent Solutions, LLC for the design, construction and installation of a solar energy project on approximately ten acres of property leased from Hempfield Township.

On a roll call, the motion was carried unanimously.

Mr. Radebaugh moved, and Mr. Dalfonso seconded a motion to adopt Resolution 2025-22 authorizing the executive director, staff, and legal counsel to negotiate and execute a contract with Energy Independent Solutions, LLC for the design, construction and installation of a roof mounted solar energy project on the warehouse building.

On a roll call, the motion was carried unanimously.

**REGULAR MEETING**  
**November 25, 2025**

Mr. Dalfonso moved, and Mr. Radebaugh seconded a motion to adopt Resolution 2025-23 authorizing the executive director, staff, and legal counsel to negotiate and execute a formal ground lease with the Township of Hempfield for approximately ten acres of township property for the purpose of constructing a solar energy project, contingent upon the Westmoreland County Housing Authority and Westmoreland County approving and accepting an agreement of sale for the transfer of a six-acre parcel referenced in the lease.

On a roll call, the motion was carried unanimously.

**ADJOURNMENT**

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

On a roll call, the motion carried unanimously.

Mr. Regola declared the meeting adjourned.