

Watkins Glen Housing Authority
October 19, 2021- 2pm
Village Boardroom

Meeting called to order at 3:05pm

Roll Call:

Nan Woodworth, Patti Schimizzi, Tom Hoy, Rob Rossiter, Jennifer Tanner and Brad Eakins on the phone. Melody Susco, Joe Bowes from INHS and two residents from Jefferson Village were also in attendance.

Per video:

Board Members were videoed signing the Watkins Glen Housing Authority's By-Laws as Attorney Aimee Churchill could not attend and needed this for verification.

Public Comment:

Jefferson Village Resident #1 stated the residents are happy their input was taken into consideration, less internal mail, the implementation of a monthly calendar of social events has started and the crosswalk was painted. However, there was some disappointment of information posted by this tenant was removed, and there was a question as to why the daily Health Department figures of Covid infections in Schuyler County was erased from a white board. And, why was the compost area being removed?

Jefferson Village Resident #2 also was happy about the crosswalk and stated she thought Jennifer was doing a good job and was thankful.

Glen Lake Asset Management:

Melody Susco explained about the exact duties of INHS management regarding Glen Lake Apartments, what, if anything our part is and the quarterly reports. Much conversation on stabilization of a "new" apartment complex, that it can take up to 3-4 years for tenants, community life and management to really "jell." The post-construction stage is still on-going, along with tenants settling in or deciding if the location is right for them. INHS is still requesting that all complaints be directed to the Management Office, which is manned at least 3 times a week or call INHS directly. More discussion regarding exactly what the WGHA owns and what they are responsible for, investor members, subsidiaries of WGHA, etc.

Jefferson Village Renovations:

Joe Bowes from INHS discussed the Feasibility Report and info on financing the renovations either by grants or low interest loans. The Board has eliminated much of the list that was

presented by the Architects and INHS, which has not only decreased the scope, but also the bottom line so that INHS will not be supporting this renovation if it goes forward, but will recommend a development consultant, if the Board goes that route. *(for the sake of record, example of items removed were a new elevator, which current elevator is in good working order, apartment re-do (Kitchen and Bathroom) and this is being completed as each apartment becomes vacant instead of moving tenants out while completing this work.)*

Minutes from September meeting:

A motion to approve the minutes from the September 20, 2021 minutes was made by Rob Rossiter, seconded by Tom Hoy and carried.

Communication Sent/Received:

Correspondence by Brien Eslinger with questions about financial requirements, lease up, etc. at Glen Lake Apartments was apparently handled by INHS Director Johanna Anderson as neither were at the meeting.

Treasurer's Report:

A motion was made by Rob Rossiter to approve the 2020 Audit, seconded by Patti Schimizzi and carried. A motion was made by Patti Schimizzi to approve the Treasurer's Report for September, seconded by Rob Rossiter and carried. Jennifer Tanner reviewed with the board the Fourth Quarter of this year's budget, which unless there is a major mishap, looks good to the end of the year.

Executive Director's Report:

- In-house Renovations – 214 will be ready mid-November and 102 will be ready in January.
- ADA units cannot be all together, so to comply an apartment across the hall will be designated as ADA opposed to having the ADA apartments all on one side.
- Cost of Living Allowance is set to increase by 5.9% for SSA in 2022
- Dumpster and Fence in place, Vinyl Fence is set to begin in 3 weeks for lead time on supplies
- Bathroom upgrades have begun for current residents – 6 beginning in October
- Community Room schedule is filling up!
 - Weekly Bone Builders Class on Thursdays
 - Game Day is on Wednesdays with one \$5 monthly raffle prize
 - Adult Coloring is on Tuesdays
 - Halloween Party is October 29

- BBQ and Bingo is October 23
 - Wreath Making is November 3
 - Tenant Thanksgiving luncheon is November 12
- Steve Hugo and Andrew Gil from Holt are providing NEW evacuation posters, signs for each apartment and elevator.
- Davis Ulmer is looking into the Emergency Call Box can be setup to the Emergency back-up
- Residents met with Aimee Churchill
 - More to come from Aimee with feedback
 - New Suggestion Box is outside office

New Business:

The Board will review the new Tenant Selection Plan for the November meeting.

Motion to move into Executive Session at 3:34pm to discuss personnel issue by Tom Hoy, seconded by Patti Schimizzi and carried.

Motion to adjourn at 3:45pm was made by Tom Hoy, seconded by Patti Schimizzi and carried.

Next meeting will be November 16, 2021.

Respectfully submitted,
Patti Schimizzi