

**Blair County Housing Trust Fund (Act 137) Advisory Board  
Meeting Minutes  
Blair County Courthouse BlueJeans Meeting Only  
May 12, 2021**

**Present:** Jim Hudack, Melissa Gillin, Sergio Carmona, James Gehret, Donald Delozier, Scott Durbin, Lisa Hann, Buddy Hann, Jean Cupp, Christina Stacey and Jennifer Kensinger

**Board Members Absent:** Cheryl Johns

Missy brought the meeting to order and asked callers to identify themselves.

**Approval of Advisory Board Meeting Minutes**

The minutes of the February 10, 2021 meeting and agenda were emailed to the Advisory Board members prior to today's meeting.

*Scott Durbin made the motion to accept the minutes as presented. Buddy Hann seconded the motion. All were in favor. Motion carried.*

**Act 137 Account Balance**

Affordable Housing Trust Fund	Emergency Shelter Committed Meeting 11/13/19	Team Effort Committed Meeting 2/12/20	Lead Committed Meeting 12/13/18	Recaptured Funds Committed Meeting 12/13/18	COVID 19 Committed Meeting 4/1/20	TOTAL
Allocation	\$201,500.00	\$10,000.00	\$50,000.00	\$18,013.96	\$50,000.00	
Paid Out as of 4/30/21	-\$1,500.00		\$34,296.20	\$14,431.52	-\$49,862.14	
Approved Pending Payment			\$0.00	\$0.00		
Reimbursed Cares Funding					\$49,862.14	
<b>Program Available BALANCE 2/9/21</b>	<b>\$200,000.00</b>	<b>\$10,000.00</b>	<b>\$15,703.80</b>	<b>\$3,582.44</b>	<b>\$0.00</b>	<b>\$229,286.24</b>

AHTF Bank Statement Balance 4/30/21	\$554,691.44
Program Committed Pending Payments	<b>\$229,286.24</b>
<b>AVAILABLE non committed FUNDS</b>	<b>\$325,405.20</b>

## Blight/Demolition Fund Account Balance

Demolition Fund Bank Statement 4/30/21	\$110,133.61
Committed Not Paid	\$41,769.00
Program Funds Available Non-committed	\$68,364.61
Pending Board Approval	\$0.00

### *Update on Increasing County Fee for Recording of Deeds and Mortgages from \$7.50 to \$15.00:*

- Jim Hudack reported that the commissioners did approve increasing the county fee for the recording of deeds and mortgages from \$7.50 to \$15.00 which will go into effect July 1, 2021. Ads have been placed in local newspapers to make the community aware of the change.

## Program Updates

### *First Time Home Buyer Program*

- Sergio Carmona, Blair County Community Action Program (BCCAP) Executive Director, reported that eighteen (18) individuals have inquired into the First Time Home Buyer Program. BCCAP is requesting further documentation from those interested individuals. One (1) person has been denied due to being over the income limitations.

### *Weatherization/Housing Rehab Program*

- Sergio stated that BCCAP currently has two (2) requests for quotes for two (2) new roofs. The State program will allow up to \$5,000 for each project. Citing the rising cost of building materials, Sergio asked, if possible, to combine State and County funding to be able to complete the entire roof projects since State funding will not allow BCCAP to do an entire roof replacement, which voids any contractor warranty. Jim Hudack felt that combining funds should not be problem.
- At this time, county weatherization funds are capped at \$5,000 per project. Also, due to the steep rise in the cost of building supplies, Sergio asked that the Board make a motion to increase the county weatherization cap from \$5,000 per project to \$10,000 per project.
- Trina Illig, Blair County Grants Coordinator for Community Development, asked Sergio to better define his weatherization program due to the County getting referrals from BCCAP for roofing projects. After discussion, Sergio and Trina decided that they needed to have a meeting to determine how they may be able to collaborate together on projects.

***Scott Durbin made the motion to seek approval from the Blair County Commissioners to increase the Weatherization/Housing Rehab Cap from \$5,000 to \$10,000. Buddy Hann seconded the motion. All present were in favor. Motion carried.***

For the record, Trina Illig opposed the motion.

### *Homeless Shelter*

- Lisa Hann, Family Services Executive Director, reported the second pre-bid conference was held May 11, 2021. Six contractors showed up. Bid are due May 24, 2021 at 2:00 p.m. and they will be opened at Family Services West Chestnut office at 3:00 p.m.
- Lisa reported that Family Services pulled their application from the Keystone Communities Grant due to requirements that would have led to the expiration of other funding sources. Family Services will be exploring another grant opportunity available in July.
- In reference to PA Department of Community & Economic Development (DCED) funding, Trina stated that they might be able to open contracts, but might not be able to award for sixty (60) days.

### **Other Programs:**

#### *Lead Abatement Program (Trina Illig)*

- Trina reported that three (3) lead abatement projects are underway. All funds are committed to the following locations: Newry (1); Williamsburg (1); Snyder Township (1)
- Trina asked the Board to allocate \$50,000, from the Affordable Housing Trust Fund (AHTF), to the General Housing Rehabilitation to fill in the gaps within the housing rehabilitation, lead abatement and water & sewer programs.
- After questions arose, Trina further explained how her funding streams are applied to county housing rehabilitation projects. Trina clarified that the requested \$50,000 would not be used on just one (1) project. Project funding would range from \$5,000-\$10,000 per unit.

***Jim Gehret made the motion to allocate \$50,000 from the Affordable Housing Trust Fund to the General Housing Rehabilitation Fund allowing up to \$5,000-\$10,000 for each individual project with the cap being at \$10,000. Buddy Hann seconded the motion. All present were in favor. Motion carried.***

#### *Blight/Demolition Fund*

Missy stated that there has not been any requests presented since the last Affordable Housing Trust Fund meeting in February 2021.

### **TEAMeffort**

- Scott reported that a little over 350 TEAMeffort participants will be coming to Blair County the first week of June and stay through the last week of July 2021 to do light construction work within the community. Jim Hudack clarified that the distribution of funds has been worked out. Area church groups are helping to identify residential properties that need work. Scott stated that a log will be kept and pictures will be taken to share with the Blair County, AHTF members, and the Commissioners.

## **Next Steps**

### ***Furnace Repair or Replacement Proposal (Sergio Carmona)***

- No updates

### ***Landlord/Tenant Mediation Program (Lisa Hann)***

- Lisa Hann commented that, at the time, there has been no further applications for mediation.

### ***Future Projects to Consider:***

Scott informed the group that the Nehemiah Project is looking into building seventeen townhouses located near UPMC Altoona. Target group would be young professionals. Rent would average between \$1,000-\$1,200 monthly.

Jim Hudack stated that the group needed to look beyond the City of Altoona for future projects. He advised the participants that they needed to explore rural municipalities like Roaring Spring, Williamsburg and the Hollidaysburg Borough.

### **Reappointments:**

Missy stated that James Gehret and Cheryl Johns were up for reappointment on May 1, 2021. James Gehret agreed to be reappointed to the Affordable Housing Trust Fund Board. Cheryl Johns was not in attendance.

James Hudack asked the participants for any names of individuals who may be interested in becoming AHTF board members. Jim stated the individual(s) should have some familiarity with the housing market.

### **Open Forum:**

Buddy Hann stated that he liked how the current financial information was presented on the agenda.

Buddy asked if all the homes on Main Street in Roaring Spring have been torn down. In response, Jim Hudack stated that they have been and that the Borough is moving forward with that project.

Missy thanked everyone for attending and closed the meeting.

### **Next Meeting:**

The next meeting is scheduled for **Wednesday, August 11, 2021** at 8:15am at Conference Room 4B. If COVID-19 restrictions are in place, the meeting may be held via Social Services' BlueJeans Account.