

**Pike County Housing Authority  
Board Meeting Minutes  
January 2024**

The scheduled monthly Board Meeting of the PCHA Board of Commissioners was held on Thursday, January 18, 2024. The meeting was held via a combination of in person and Zoom. All attendance details were furnished to the public by a posted agenda on the door at the main PCHA office and also posted on the PCHA website [www.pikehousing.com](http://www.pikehousing.com).

The meeting was called to order at 4:07 pm with no guests in attendance.

**Members present:**

Chair: Noelle Flesner  
Commissioner: Mark Pulliam  
Commissioner: Cindy Prentice  
Vice Chair: Leslie Henry (Zoom)  
Executive Director: Chis Bruns  
Executive Assistant: Tonya Kirk

**Members absent:**

None

**Minutes Review:**

A review of the December 2023 Regular Session Minutes occurred. There were no corrections or changes recommended.

**Occupancy Reports:**

A review of the January 2024 Occupancy Reports occurred next. There were no questions or concerns raised.

**Financial Reports:**

A review of the December 2023 Financial Reports occurred next. There were no questions or concerns raised.

At this time, Cindy P. motioned to accept the consent agenda of the December 2023 Regular Session Minutes, January 2024 Occupancy Reports, and December 2023 Financial Reports. Motion seconded by Mark P.

Voice vote was as follows:

Mark P.: Aye  
Cindy P.: Aye  
Noelle F.: Aye  
Leslie H.: Aye

**Old Business:**

1. Operating Subsidy FY 2024. For January 2024, the PHA was scheduled to receive \$35,408.50 in Operating Subsidy, which was drawn on 1/4/2024. For the 2 months starting 2024, the PHA was funded \$70,817.00, which represents funding at an 87% level. This is very low and the remaining months of the year should be much higher.
2. Capital Fund Program FY 2020. Much of this topic was discussed at the meeting. As the Board remembers from last month, Chris B. discussed the assessment of liquidated damages to Trotter for failure to complete the project in a timely manner. As expected, this did not go over well. The ensuing back and forth of emails were discussed, and Chris B. had negotiated what appears to be a favorable resolution and end to this project for the PHA.

**Resolution 2024-1**

At this time, Cindy P motioned to accept Contract Modification #4 with Trotter. Resolution seconded by Leslie H.

Voice vote was as follows:

Mark P.: Aye  
Cindy P.: Aye  
Noelle F.: Aye  
Leslie H.: Aye

3. Capital Fund Program FY 2021 & 2022. For this scope of work, there is not much to add from the last meeting. Roady knows they are well behind and are being assessed liquidated damages. Despite this, they are still moving slowly to finish the work. On a

recent call, Chris B. offered to extend Roady weather days for legitimate days that they could not be on site. No suggestion has been made to this point. Invoice 2259-9 was received from Eggemeyer in the amount of \$2,000.00 and it has been drawn and paid.

4. AHRMA Auto & Property Claim 10/3/2023. A proposal for the repair of the fence at the maintenance building has finally been received. Quincy Fence has proposed a price of \$4,315.94 for the repair of the fence from the accident on 10/3/2023. AHRMA did not object to this quote and it has been accepted. To note, on the proposal it lists another \$250.00 for optional maintenance for the fence. This would not be covered by AHRMA, but Chris B. has accepted the amount as a matter of routine maintenance.

#### **New Business:**

1. REAC Submission FYE 2023. Each year, the PHA must gather information for the fee accountant Hawkins Ash to complete the PHA's year-end financial submission to HUD. This process has started, and Chris B. and Tonya K. are going to be sending an initial batch of information by the end of the week.

2. Environmental Review CFP 2023 – 2027 & Demolition Disposition. Chris B. has been working with Eggemeyer to get a proposal for the Environmental Review needed for the PHA's Cap Fund years 2023 – 2027 and also its demolition disposition activity. Eggemeyer supplied a quote in the amount of \$2,500.00, which was accepted by Chris B. None of the above mentioned work or activity can begin until this report is complete.

3. Quorum Census FYE 2023. Each year, the PHA must send various documents to Quorum Consulting so that they may audit the PHA's retirement account activity. This process is only beginning, however one item noted was the need to update the trustees on the plan to current staff. The correct staff to be listed are Chris B., Amber S., and Tonya K.

#### **Resolution 2024-2**

At this time, Cindy P. resolved to approve the Trustees change to Chris B., Amber S., and Tonya K. Resolution seconded by Leslie H.

Voice vote was as follows:

Mark P.: Aye  
Cindy P.: Aye  
Noelle F.: Aye

Leslie H.: Aye

At 4:30 p.m., there were no further topics for discussion and so it was called for a motion to adjourn the Board Meeting. Cindy P. motioned to adjourn the meeting at this juncture. Motion seconded by Leslie H.

Voice votes as follows:

Mark P.: Aye  
Noelle F.: Aye  
Cindy P.: Aye  
Noelle F.: Aye



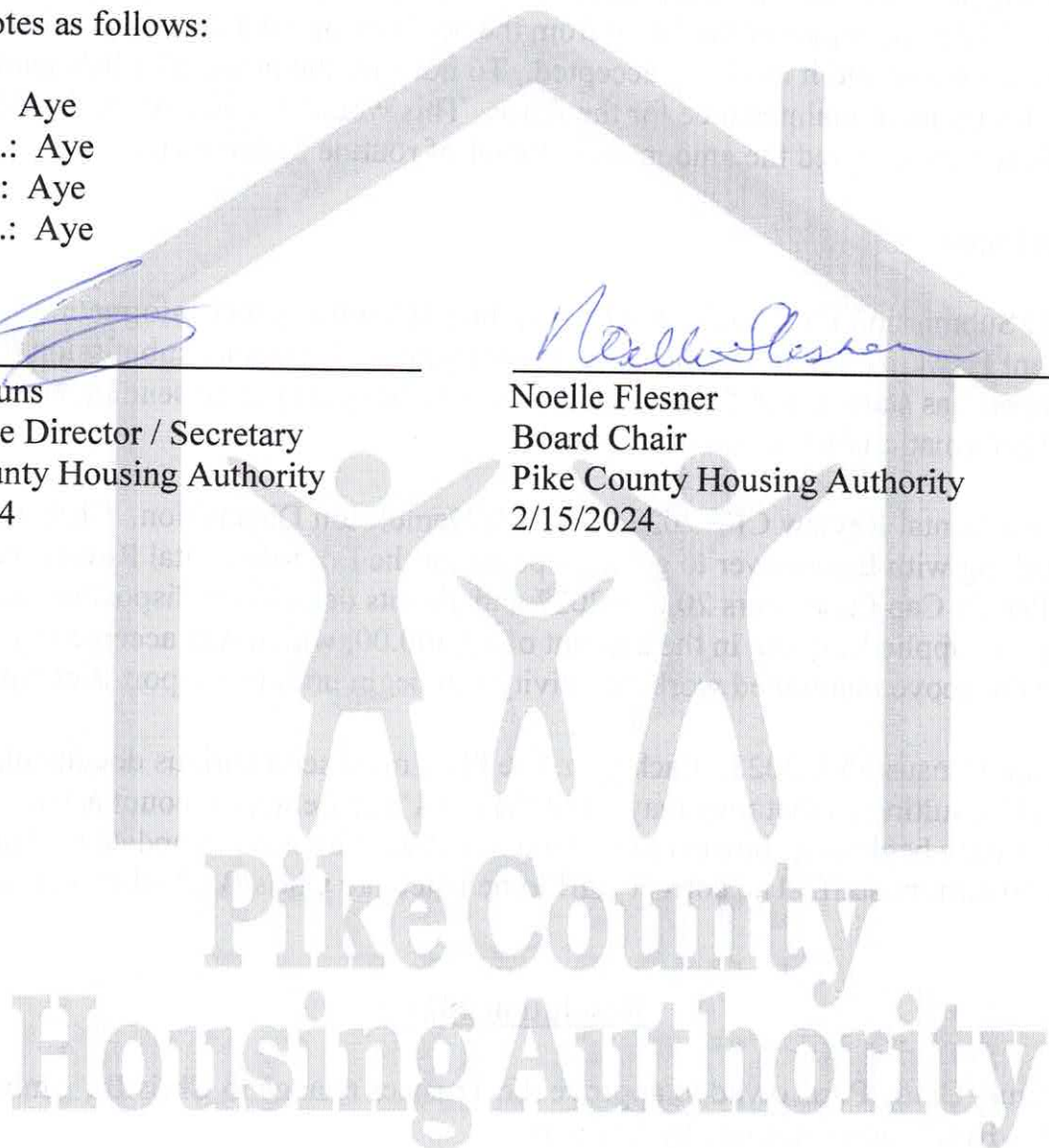
---

Chris Bruns  
Executive Director / Secretary  
Pike County Housing Authority  
2/15/2024



---

Noelle Flesner  
Board Chair  
Pike County Housing Authority  
2/15/2024



Pike County  
Housing Authority