

Housing Authority of the City of Pittsburgh
BOARD OF COMMISSIONERS
MEETING MINUTES
Thursday, December 18, 2014
200 Ross Street
9TH Floor Board Room
Pittsburgh, PA 15219

The Housing Authority of the City of Pittsburgh (the "HACP") held a regular Board meeting on Thursday, December 18, 2014 at 200 Ross Street; 13th Floor Wherrett Room, Pittsburgh, Pennsylvania 15219 at 10:30 a.m.

Valerie McDonald-Roberts, Chairperson, called the meeting to order. The Commissioners in attendance were: Ms. Enid Miller, Ms. Janet Evans, Ms. Valerie McDonald-Roberts, Mr. Peter Kaplan, Mr. Leroy Morgan and Ms. Lena Andrews. Rev. Burgess was not in attendance at this time.

Next, the Chairman, Valerie McDonald-Roberts, noted that the Board members had previously received a copy of the November 20, 2014 Board Meeting Minutes and asked for a motion to approve the minutes. Peter Kaplan made a motion to approve the minutes and Ms. Enid Miller seconded the motion.

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Ms. Janet Evans, Mr. Peter Kaplan, Ms. Lena Andrews,
Mr. Leroy Morgan, Ms. Enid Miller and Ms. Valerie McDonald-Roberts

"NAYS": None

Chairman McDonald-Roberts then declared the motion carried and the minutes approved.

At this time Rev. Ricky Burgess joined the meeting.

Chairman Valerie McDonald-Roberts introduced the HACP Activity Report for November ("the Report") and asked if there was a motion to approve the Report (after a brief oral report by David Weber). Janet Evans made a motion to approve the Report and Enid Miller seconded the motion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Ms. Janet Evans, Mr. Peter Kaplan, Ms. Lena Andrews, Mr. Leroy Morgan, Ms. Enid Miller, Ms. Valerie McDonald-Roberts and Rev. Ricky Burgess.

“NAYS”: None

Chairman McDonald-Roberts then declared the motion carried and the report approved.

Chairman Valerie McDonald-Roberts asked if there were any comments or questions from Tenant Council Presidents, Section 8 Representatives or other public comments.

There were no public comments.

Chairman Valerie McDonald-Roberts introduced the resolutions.

RESOLUTION No. 61 of 2014

A Resolution – Authorizing the Executive Director or His Designee to Enter into a Contract for Workers’ Compensation Insurance.

WHEREAS, the Housing Authority of the City of Pittsburgh (“HACP”) is required by the Pennsylvania Workers Compensation Act to provide workers compensation coverage to employees for lost wages and medical expenses resulting from work-related injuries and/ or a work-related illness; and

WHEREAS, the current contract for Worker’s Compensation with Synergy Comp Insurance Company expires on December 31, 2014; and

WHEREAS, the HACP issued RFP#650-30-14 for Workers Compensation Insurance and received only one bid; and

WHEREAS, HUD reviewed and approved a Workers Compensation Sole Source Contract with Synergy Comp Insurance Company; who has provided our coverage since 2011; and

WHEREAS, the payment structure is a guaranteed cost program, for which the insured pays a fixed premium (or a fixed rate that is applied to an exposure base) for the policy term, regardless of the number and amount of losses that occur during the policy term; and

WHEREAS, the HACP has determined that the guaranteed cost program is reasonable; and

WHEREAS, this procurement was performed in accordance with applicable State and Federal regulations and the procurement policies and procedures of the Housing Authority of the City of Pittsburgh.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director, or his designee, is hereby authorized to enter into a one-year contract with four one year extension options for workers compensation insurance with Synergy Comp Insurance Company, in the amount of \$496,641.00 contingent upon the number of employees on payroll, beginning January 1, 2015. The Cost for each extension year will be evaluated by the HACP prior to execution of extension option; and

Section 2. The cost of the insurance premium is to be paid for from MTW funds, as provided in the annual budget that was previously approved by the Board of Commissioners.

Valerie McDonald Roberts asked for a motion: Enid Miller made a motion to approve the resolution and Peter Kaplan seconded the motion.

At this time there was a brief discussion as to this resolution. After a discussion:

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Ms. Janet Evans, Mr. Peter Kaplan, Ms. Lena Andrews, Mr. Leroy Morgan, Ms. Enid Miller, Ms. Valerie McDonald-Roberts and Rev. Ricky Burgess.

"NAYS": None

Chairman McDonald-Roberts then declared the motion carried and the resolution approved.

RESOLUTION NO. 62 OF 2014

A Resolution – Authorizing the Executive Director or His Designee to Enter into A General Contract with Waller Corporation for the Community Room Upgrades and Terrace Improvements at Glen Hazel Highrise.

WHEREAS, the Housing Authority of the City of Pittsburgh ("HACP") has determined that it is in its best interests to perform Community Room Upgrades and Terrace Improvements at Glen Hazel Highrise; and

WHEREAS, HACP issued a task order to Loysen Kreuthmeier to perform professional design services to define the appropriate efforts necessary for the Community Room Upgrades and Terrace Improvements at Glen Hazel Highrise; and

WHEREAS, on September 5, 2014, HACP advertised Invitation for Bids #600-33-14 and on December 8, 2014, HACP received five (5) bids for general construction work in response to the Invitation for Bids; and

WHEREAS, Waller Corporation is the lowest responsive and responsible bidder with a bid amount of \$315,400.00 which is 112% of the independent cost estimate (“ICE”) of \$282,033.00; and

WHEREAS, this procurement was performed in accordance with applicable State and Federal regulations and the procurement policies and procedures of the Housing Authority of the City of Pittsburgh.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director or other Authorized Officer is hereby authorized to enter into a General Construction Contract with Waller Corporation, in the amount of \$315,400.00 for the general construction work for the Glen Hazel Highrise Community Room Upgrades and Terrace Improvements; and

Section 2. The total amount of the contract shall be paid from MTW funds.

Valerie McDonald Roberts asked for a motion: Janet Evans made a motion to approve the resolution and Rev. Burgess seconded the motion.

At this time there was a brief discussion as to this resolution. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Ms. Janet Evans, Mr. Peter Kaplan, Ms. Lena Andrews, Mr. Leroy Morgan, Ms. Enid Miller, Ms. Valerie McDonald-Roberts and Rev. Ricky Burgess.

“NAYS”: None

Chairman McDonald-Roberts then declared the motion carried and the resolution approved.

RESOLUTION No. 63 of 2014

A Resolution – Authorizing the Executive Director or His Designee to Advertise the 2015 Housing Authority of the City of Pittsburgh Board of Commissioners Meeting Dates

WHEREAS, the regular Board of Commissioners meetings of the Housing Authority of the City of Pittsburgh (“HACP”) shall be held on the dates noted in Section 1 of this resolution; and

WHEREAS, the HACP Board of Commissioners meetings will be publicly advertised in three newspapers of general circulation specifying the date, time and location of each meeting.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director is hereby authorized and directed to publicly advertise in the *Pittsburgh Post Gazette, Tribune Review, Pittsburgh Courier* and any other newspaper that the Executive Director considers necessary for the following HACP Board of Commissioners meeting dates, times and location:

Thursday, January 22, 2015

Thursday, February 26, 2015

Thursday, March 26, 2015

Thursday, April 23, 2015

Thursday, May 28, 2015

Thursday, June 25, 2015

Thursday, July 23, 2015

NO BOARD MEETING IN AUGUST

Thursday, September 24, 2015

Thursday, October 22, 2015

Thursday, November 19, 2015

Thursday, December 17, 2015

Section 2. All of the above meetings will be held at 10:30 A.M. at 200 Ross Street, 13th Floor, Wherrett Room, Pittsburgh, PA 15219 unless specified otherwise by public advertisement.

Valerie McDonald Roberts asked for a motion: Rev. Ricky Burgess made a motion to approve the resolution and Enid Miller seconded the motion.

At this time there was a brief discussion as to this resolution. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Ms. Janet Evans, Mr. Peter Kaplan, Ms. Lena Andrews, Mr. Leroy Morgan, Ms. Enid Miller, Ms. Valerie McDonald-Roberts and Rev. Ricky Burgess.

“NAYS”: None

Chairman McDonald-Roberts then declared the motion carried and the resolution approved.

RESOLUTION NO. 64 OF 2014

A Resolution - To extend the Employment Agreement of Caster D. Binion as the Executive Director of the Housing Authority of the City of Pittsburgh

WHEREAS, on September 27, 2012, the Board of Commissioners appointed Caster D. Binion as the Interim Executive Director of the Housing Authority of the City of Pittsburgh (HACP); and

WHEREAS, on February 28, 2013 the Board of Commissioners appointed Caster D. Binion to the position of the Executive Director of the HACP under the terms of an Employment Agreement which expires on March 31, 2015; and

WHEREAS, the Board of Commissioners has determined it is in the best interest of the HACP to retain Caster D. Binion as Executive Director and such have decided to extend his Employment Agreement and amend certain provisions contained therein.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. Effective April 1, 2015, the Employment Agreement of Caster D. Binion, Executive Director of the Housing Authority of the City of Pittsburgh, is extended in accordance with the amended terms and conditions of the (Amended) Employment Agreement; and

Section 2. The Chairman of the Board of Commissioners of the Housing Authority of the City of Pittsburgh is authorized to execute the (Amended) Employment Agreement on behalf of the Housing Authority of the City of Pittsburgh.

Valerie McDonald Roberts asked for a motion: Peter Kaplan made a motion to approve the resolution and Enid Miller seconded the motion.

At this time there was a brief discussion as to this resolution. After a discussion:

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Ms. Janet Evans, Mr. Peter Kaplan, Ms. Lena Andrews, Mr. Leroy Morgan, Ms. Enid Miller, Ms. Valerie McDonald-Roberts and Rev. Ricky Burgess.

"NAYS": None

Chairman McDonald-Roberts then declared the motion carried and the resolution approved.

EXECUTIVE REPORT: Executive Director Binion gave a brief report on the status of the housing authority.

There being no further discussion, Chairman McDonald-Roberts asked for a motion to adjourn the meeting. Janet Evans made a motion to adjourn the meeting and Rev. Burgess seconded the motion.

The meeting was adjourned at 11:15 a.m.

Recording Secretary