

**AFFORDABLE HOUSING TRUST FUND  
MEETING MINUTES  
October 10, 2023**

**Board Members Present:** Kelly Neiderer, Rick Smith, Elizabeth Harriger, Dave Zimmerman, Linda Plesic, James Good, Gretchen (Getty) Wilson, Kristina (Krissy) Cressler, Gale E Gallo, Michael Landis, and Ray Palmer

**Board Members Absent:** Terry Miller, Dave Baric

**Board Liaison:** Commissioner DiFilippo

**Public Present:** Amber Borreli, George Fernandez

**Staff Present:** Kellie Crawford, Mary Kuna, Heather Tidwell, and Sue Dunfee

The meeting was called to order at 3:30 pm.

**Introduction of New Members:** Getty Wilson introduced herself to the Board. Michael Landis introduced himself to the Board. Krissy Cressler was introduced by Mary Kuna.

**Approval of Minutes:** E. Harriger made a motion to approve the meeting minutes from January 10, 2023, second by K. Neiderer. Motion carried.

**Approval of Special Minutes:** R. Palmer made a motion to approve the Special Meeting minutes from March 2, 2023, second by L. Plesic. Motion carried.

**Approval of Special Minutes:** K. Neiderer made a motion to approve the Special Meeting minutes from May 30, 2023, second by E. Harriger. Motion carried.

**Financial Report:** M. Kuna presented the financial report. She noted that Safe Harbour had repaid their \$70,000 loan for housing development. Annual Receipts remain on average.

**Status Reports:**

**Down-payment and Closing Cost Assistance Program:** M. Kuna provided the report on the Down Payment and Closing Cost Assistance Program. She noted there were 20 settlements and 4 extensions. A new housing counselor was hired, and the Authority staff have been actively attending events to garner more interest in the program.

**Emergency Repair Program Report:** The emergency repair program has assisted 9 individuals since the beginning of CY 2023. The program is not going to be garnering as much use at this moment since there are state funds available for Whole Home Repair.

**Affordable Housing Pipeline Report** – Safe Harbour repaid their loan, and a new project is inquiring about funding.

**Board Action:**

**Discussion and Approval of 2024 Budget:** M. Kuna presented the 2024 budget and noted that the budget reflects pre-COVID receipts that have traditionally been received. J. Good made a motion to approve. L. Plesic seconded. The motion carried.

Request for Housing Trust Fund Loan by Fernandez Realty Group: George Fernandez presented to the board, along with his colleague, Amber Borelli, discussed their project in Shippensburg Township. The Board inquired about zoning, environmental issues, transportation, and tax credit timelines. G. Fernandez explained the 42-unit senior project is zoned by right. There are no environmental issues with the project, and they are working through some transportation needs. They are seeking \$70,000 in a loan to cover soft costs.

The Board discussed possible stipulations regarding the loan. It was agreed that the loan should have a letter of credit securing it and be tied in some way to the award of the credits. With these stipulations K. Neiderer made a motion to approve the loan with the stipulations. R. Smith seconded. The motion carried.

**General Discussion** – none

**Adjournment:** The Board adjourned at 4:30pm.

Respectfully submitted,  
Cindy S. Wise, Executive Assistant