

**MEETING MINUTES
HOUSING AUTHORITY OF THE COUNTY OF CUMBERLAND**

Meeting: February 19, 2026, at 219 N. Pitt Street, Carlisle, PA 17013, via Zoom - <https://us06web.zoom.us/j/82786562907?pwd=NkZVaVdFbWdiZkt3ZzMySnBKWHN6dz09>
Meeting ID: 827 8656 2907; Passcode: 877034

Board Members Present: Mark Bishop, Marlene Palmer, Matt Tuckey and Taryn Walters

Board Member Absent: None

Public Attending: Ginny Mowery and Brandon Motuk

Attending: Solicitor Tricia Naylor, Cumberland County Commissioner Liaison Jean Foschi, Mikayla Kitchen, Mary Kuna, Kellie Crawford, Kira Kessler, Tawnya Brown, and Cindy Wise.

The Housing Authority Board Meeting was called to order by Chairman M. Bishop at 12:00 pm.

Roll call – Roll call was taken, and we had a quorum.

Public Comment - None

Approval of Minutes from January 15, 2026- M. Palmer made a motion to approve the Housing Authority Board Meeting Minutes from January 15, 2026, second by M. Tuckey. Motion carried.

List of Expenditures for January 2026- K. Kessler advised the Housing Authority Board that the List of Expenditures for January 2026 were routine operation and grant expenses. T. Walters made a motion to approve the List of Expenditures for January 2026 as presented, second by M. Palmer. Motion carried.

Reports from the Treasurer – K. Kessler advised the Board that the Public Housing Revenue for January was over Budget for the month and so where the expenses. K. Kessler explained some of the larger expenses, i.e. Auditing actual now includes BDO (our consulting firm) expenses, Contacts & Agreements has the Public Housing portion of the PH Web conversion, and Repairs and Maintenance includes payroll for Aero Temp Help, flooring, new appliances, drain camera with program, light and ice melt.

Management Reports -Executive Director –M. Kuna briefed the Board on projects and activities for January 2026.

Administrative Efficiencies:

- ❖ Accepting Payments through Paymentus from the residents.
- ❖ Website ADA compliance – reviewing our website making sure it is following Federal requirements.
- Staff Lunch & Learn (Community Development) was held in January.

- Retreat for Directors and Supervisors was held in February.
- Roots and Resources: A Housing Forum May 19th, 2026, Carlisle United Methodist Church as of 2/13/26 \$2,000 plus in sponsorships received.
- Attend Carlisle Chamber's Economic Forecast and County Commissioners' Update Breakfast
- Met with County's new CFO
- Attended PAHRA Legislative Committee Meeting and PAHRA Legislative Conference

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- Discussed RAD Conversion experience with Mercer, Clarion and Butler Counties
- Larger discussions on expanding outreach to residents and creating more accessibility to pre-application

Section 8 Housing Choice Voucher Report – T. Brown gave an update on Section 8 Housing Choice Voucher Program. We pulled 84 names from the waiting list. This is the first pull of names in a year and a half. Staff are processing the initial intake of the applicants. Landlords have been calling to let us know they have units available to lease. In March a Landlord Happy Hour will be held.

Housing Programs (HSN) – K. Crawford gave a brief updated. We are on push nine (9) for the PSHC – Safe Harbour. It should be filed by the end of March. There was one (1) termination from Rapid Rehousing (RRH) and they have not appealed the termination.

Highlights:

- K. Crawford completed the Train the Trainer program through SDHP-Self Determination Housing of Pennsylvania to learn the process and be able to teach PREP-Prepared Renters Education Program in the future for the agency and community.

By Name List Stats (Key: **Previous month (): January 2026 numbers**)

In Cumberland County, number of households on the By Name List as of February 11, 2026: 288 **(241)**

Adults: 236 **(200)**

Adults and Children: 52 **(41)**

In Perry County, number of households on the By Name List as of February 11, 2026: 22 **(16)**

Adults: 16 **(13)**

Adults and Children: 6 **(3)**

Housing Management Report – T. Brown gave a brief update on Public Housing. There are 26 vacancies, of which 15 units are off-line with HUD approval. On February 17 one unit was leased and in March two (2) units have appointments for leasing. Public Housing did a pull of names for Family and Senior housing, and they have until February 26, 2026, to respond.

Maintenance Report – M. Kuna gave a brief updated. In January they had 158 work orders. While doing preventive maintenance, they found that all the water heaters in public housing need to be completely replaced. Windows for Two West Penn are still planned for the Spring, and we are

waiting for the playground equipment to arrive. Right now, the maintenance department is 100% staffed.

Board Actions - None

General Discussion – None

Adjournment of Housing Authority – M. Palmer made a motion to adjourn the Housing Authority Board Meeting at 12:30 pm, second by M. Tuckey. Motion carried.

Respectfully submitted,
Cindy Wise
Executive Assistant

Next Meeting: March 19, 2025

MEETING MINUTES
REDEVELOPMENT AUTHORITY OF THE COUNTY OF CUMBERLAND

Meeting: February 19, 2026, at 219 N. Pitt Street, Carlisle, PA 17013 via Zoom - <https://us06web.zoom.us/j/82786562907?pwd=NkZVaVdFbWdiZkt3ZzMySnBKWHN6dz09>
Meeting ID: 827 8656 2907; Passcode: 877034

Board Members Present: Mark Bishop, Ginny Mowery Taryn Walters, Brandon Motuk,

Board Members Absent: Louis Martin

Attending: Solicitor Tricia Naylor, Cumberland County Commissioner Liaison Jean Foschi, Kellie Crawford, Mikayla Kitchen, Kira Kessler, Tawnya Brown, Mary Kuna, and Cindy Wise.

Public Attending: Marlene Palmer and Matt Tuckey

The Redevelopment Authority Board Meeting was called to order by Vice-Chairman M. Bishop at 12:30 pm.

Roll Call- Roll call was taken, and a quorum was present.

Public Comment – None

Approval of Minutes from January 15, 2026 – G. Mowery made a motion to approve the Redevelopment Authority Board Meeting minutes from January 15, 2026, second by T. Walters. Motion carried.

List of Expenditures for January 2026 – K. Kessler advised the Board that the List of Expenditures for January 2026 were routine operation and grant expenses except for the \$96,427.77 to Management Computer Services Inc for PHA web. T. Walters made a motion to approve the List of Expenditures for January 2026 as presented, second by G. Mowery. Motion carried.

Report of Treasurer – K. Kessler pointed out a few items on the Administration Income Statement for the Board. The January 2026 income was down and so were the expenses. The following line items were up; Occupancy due to future 114 building improvements, Contacts and Agreements due to payments for Kirbtech and PH web, and office supplies due to a new shredder and three (3) new office desks and hutches.

Management Reports – Executive Director –M. Kuna gave an update to the Board on actives and projects.

- Working with New Cumberland on potential redevelopment projects, i.e. old PNC Bank building and New Cumberland Middle School building.

- Borough of Carlisle, CDBG Administration Transfer – We are transferring the handling of Carlisle Borough CDBG Grants back to them, which gives them more flexibility in dealing with their residents with unusual situation.
- We are going to start to administer HOME projects for Perry County next month.

Community Development Report – M. Kitchen reviewed current projects being handled by Community Development.

- CDBG applications close March 2nd; review of each application to follow.
- Whole Home Repairs Program – there are seven (7) projects currently in progress. Our main obstacle in completing projects is finding contractors.
- Down Payment Closing Cost Assistance Program - There are three (3) cases still pending, one (1) new application in 2026.
- Emergency Repair Loan Program (AHTF) – Two (2) new application under review.
- Emergency Solutions Grant (ESG) - Awarded \$232,500.00 in ESG funds
 - CARES:
 - Street Outreach - \$32,725.00
 - Homelessness Prevention - \$70,000.00
 - HMIS - \$4,000.00
 - DVSCP:
 - Emergency Shelter - \$37,700.00
 - Homelessness Prevention - \$13,000.00
 - Safe Harbour:
 - Rapid Rehousing - \$25,000.00
 - Emergency Shelter - \$41,356.25
 - RACC:
 - Admin - \$8,718.75
- Events & Outreach - We have begun planning for the 2026 Cumberland Community Development Conference. Our theme this year will be focusing on the infrastructure of Community Development.
- We will plan another year of Party on Pitt – looking at late summer or early fall.

Board Action

- **Approve Bid Tab WH-035B** – T. Walters made a motion to award Bid Tab WH-035B to GRD Pro Contractors for \$24,700.00 and to approve a grant to the homeowner up to but not to exceed \$24,950.00, second by G. Mowery. Motion carried.

- **Approve Bid Tab WH-036A** – T. Walters made a motion to award Bid Tab WH-036A to GRD Pro Contractors for \$24,850.00 and to approve a grant to the homeowner up to but not to exceed \$24,950.00, second by G. Mowery. Motion carried.
- **Ratify Change Order WH-030B** – G. Mowery made a motion to approve the change order for WH-030B for \$9,760.00 to make the new contract amount \$24,680.00, second by T. Walters. Motion carried.
- **Ratify January 2026 Downpayment and Closing Cost** – G. Mowery made a motion to ratify the Downpayment and Closing Cost Grants for January 2026 as presented to the Board, second by T. Walters. Motion carried.
- **Approve Streetview Revision – February 2026** – T. Walters made a motion to approve the revision of February 2026 to the Streetview Policy as presented to the Board, second by G. Mowery. Motion carried.
- **Approve HOME Revisions January 29, 2026** – T. Walters made a motion to approve the January 29, 2026, revisions to the HOME policy as presented to the Board, second by G. Mowery. Motion carried.
- **Approve Radon Payment Memorandum** – T. Walters made a motion to approve the memorandum to pay \$1,200 for Radon mitigation and review mitigation over \$3,000, second by G. Mowery. Motion carried.

General Discussion – M. Tuckey asked if the staff had many requests for lead or asbestos mitigation. Not at the present time, but if we start getting a lot of cases for either one, we will investigate the cost of mitigation.

Adjournment of Redevelopment Authority – G. Mowery made a motion to adjourn the Redevelopment Authority Board meeting at 1:05 pm, second by T. Walters. Motion carried.

Respectfully submitted,

Cindy Wise
Executive Assistant

Next Meeting: March 19, 2026