

**Housing Authority of Monroe County**  
**Agenda**  
**April 6<sup>th</sup>, 2023**  
**1055 W. Main St.**  
**Stroudsburg, PA 18360**

1. Call to Order
2. Roll Call
3. Presentations
  - Marv Walton  
Monroe County Land Bank Administrator  
Redevelopment Authority of the County of Monroe  
701 Main Street, Stroudsburg PA 18360
4. Non-Agenda Comments (Limited 5 Mins)
5. Approval of Minutes for March 2<sup>nd</sup>, 2023

Motion by \_\_\_\_\_  
Seconded by \_\_\_\_\_

6. Department Reports:
  - A. Public Housing Occupancy  
As presented by Sam Iorio, Property Manager
  - B. Housing Choice Voucher Program  
As presented by Jozie Castaldo, Section 8 Coordinator

Motion by:  
Second by:

  - C. Resident Initiatives Coordinator  
As presented by LaTania Jones, Resident Initiatives Coordinator
  - D. Maintenance  
As presented by Brad Bergman, Capital Fund Program Coordinator

7. Approval of Bills & Financials  
As presented by Ellen Talimci, Accountant II

**Public Housing**

Motion by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Section 8 (HCVP)**

Motion by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

8. Report from Director of Capital Improvements  
As presented by Brad Bergman, Capital Fund Program Coordinator
9. Solicitor  
As presented by Kent Herman, Solicitor
10. Deputy Executive Director  
As presented by Joanne Bills, Deputy Executive Director
11. Executive Director  
As Presented by Linda Kaufman, Executive Director

Please note that a commitment letter must be signed within 30 days to honor the prices listed. If you are looking to phase these developments out over time, the estimates will have to be reviewed every 30 days.

After reviewing, please let me know which developments are within your immediate plans and I will send over contracts to be signed.

**Garden St**

700' of 2" PE gas main to be installed. This includes 14 service laterals & 28 meters. Street restoration will be done to Township requirements

**Customer Cost - \$221,762**

*Commitment must be signed within 30 days and project must begin within 6 months. If agreement is not made within this timeframe, UGI will have to review estimates again to determine if costs have changed.*

**Avon Court**

560' of 2" PE gas main to be installed. This includes 10 service laterals and 10 meters. No final restoration was factored into this, as it is located on private property.

**Customer Cost - \$134,560**

*Commitment must be signed within 30 days and project must begin within 6 months to honor these prices. If agreement is not signed within this timeframe, UGI will have to review estimates again to determine if costs have changed.*

**Hawthorne Terrace**

1,030' of 4" PE low pressure gas main to be installed. This includes 14 service laterals & 28 meters. Street restoration will be done to Township requirements.

**Customer Cost - \$336,470**

*Commitment must be signed within 30 days and project must begin within 6 months to honor these prices. If agreement is not signed within this timeframe, UGI will have to review estimates again to determine if costs have changed.*

**Normal/Hill/Taylor**

1,600' of 4" PE *low pressure* gas main to be installed. This includes 30 service laterals and 60 meters. Street restoration will be done to Township requirements.

\*Please note that there is an option to tie into a medium pressure distribution line approximately 900' away. Due to the additional footage, the cost is higher. Both options are outlined below. The existing meter for this development is being fed off the low-pressure system. Medium pressure might be considered for future use of generators or additional load.

**Low Pressure Customer Cost – \$416,377**

**Medium Pressure Customer Cost - \$637,105**

*Commitment must be signed within 30 days and project must begin within 6 months to honor these prices. If agreement is not signed within this timeframe, UGI will have to review estimates again to determine if costs have changed.*

- 12. Communications
- 13. Old/New Business
- 14. Personnel
- 15. Adjournment

Motion by:  
Second by:

Prepared by LaTania R. Jones