



200 Gibson Street | Tonawanda, New York 14150 | P: 716-692-3555 | F: 716-692-0418
email: office@tonha.org | Web: tonha.org

**The First Meeting after the Eightieth
Annual Meeting of the Tonawanda Housing
Authority
March 24, 2026
@ 6:00 pm**

**All Public Meetings are recorded*

**Please turn your phone ringer off*

**Please mute your device when not speaking*

Meeting Minutes

Virtual TEAMS Meeting link at www.tonha.org

Roll Call: Chairperson Dale Zuchlewski, Vice Chairperson Jean Harmon, Jerry Frizzell, Ralph Abramo, Betty Schaertel, Tenant Representatives Jennifer Karnyski and Darlella Wiggins and THA Legal Counsel Diane Tiveron. Manager Dale Kokanovich was excused to attend the City Council Meeting

Minutes of previous meeting:

- February Board Meeting Minutes as presented. A Motion was made by Darlella Wiggins, 2nd by Betty Schaertel, to accept the minutes as presented. By a vote of 7-0, the Motion was passed.

Correspondence:

- Updated for slip / fall incident on Hinds Street (September 2025)



200 Gibson Street | Tonawanda, New York 14150 | P: 716-692-3555 | F: 716-692-0418
email: office@tonha.org | Web: tonha.org

- Spring 2026 Newsletter

New Business

- Outstanding \$40k debt with the City. Mayor has a proposal from THA to consider mutual write off. Common Council will consider it in April.
- New HUD Fair Market Rent schedule
- NON-HUD (voucher) rent increase proposal 5% increase (see attached)
- City received its first PILOT payment (\$17,033) for Phase 1.

Old Business:

- Tenant Handbook update. Work in progress.

Vacancy Report:

- 46 Applicants on the Wait List. Reminder, THA has closed all Wait Lists and discontinued taking new applicants.
- 41 Vacant units. The vacancy rate is 19%. THA will be building vacancy rates prior to redevelopment and "vacating" approximately 70 apartments at a time.
- 27 Late Notices for \$23,415. Tenant Quit or Pay Notices sent to 17 Tenants.
- HM32 and HM32A

Manager's Report:

- Check Register provided
- Motion for write off. March rental arrears write off \$1184.48. Motion was tabled in order to see if there is any possibility to collect the arrears from the Tenants Estate.
- Court cases - 3 pending Court cases, 2 will result in Eviction for non-payment.



200 Gibson Street | Tonawanda, New York 14150 | P: 716-692-3555 | F: 716-692-0418
email: office@tonha.org | Web: tonha.org

- Bruce Levine and Manager Dale Kokanovich met with City Officials on 2/19/26 regarding the Phase 2 PILOT Agreement. THA is on the Common Council agenda for March 3rd.
- THA is on the Common Council Agenda for March 17th for Budget approval by the City and Phase 2 PILOT Agreement. The Resolution was tabled until the Special Meeting on March 24th.
- 2 Evictions for non-payment will occur in March. Currently, there are 3 potential non-payment evictions for April

Construction Update:

- Hillview walls / framing installation to begin early April Updated elevation with color provided.
- National Grid ability to supply upgraded power to the property could affect overall "electrification".
- Continued Phase 2 work, rethinking sidewalks to afford THA the ability to mechanically clean the approaches and eliminate some sidewalks, reducing maintenance costs. Continue to discuss the move plan, to include "assigned parking" issues during construction.
- Tenant Meeting FAQ's sent to all Tenants
- Began collecting General Information Notices (GIN's)

Chairman's Report and / Or Committee Reports: No report

Remarks: No comments

- ***Next Meeting is April 28, 2026 at 6:00pm.***

Executive Session: Not needed

Adjourn: There being no further business before this Board, a Motion to Adjourn was made by Jean Harmon, 2nd by Darlella Wiggins. By a vote of 7-0 the Meeting was Adjourned at 6:20pm.



200 Gibson Street | Tonawanda, New York 14150 | P: 716-692-3555 | F: 716-692-0418

email: office@tonha.org | Web: tonha.org

A handwritten signature in blue ink, appearing to read "Dale Kokanovich", is positioned to the left of the printed name.

Dale Kokanovich
Executive Secretary
Tonawanda Housing Authority