



200 Gibson Street • Tonawanda, New York 14150 • (716) 692-3555

The Fourth Meeting after Seventy Ninth Annual Meeting of the Tonawanda Housing Authority

June 24, 2025

@ 6:00 pm

Meeting Minutes

Roll Call: Chairperson Dale Zuchlewski, Vice Chairperson Jean Harmon, Jerry Frizzell, Ralph Abramo, Betty Schaertel, Tenant Representative Lynn Krzeminski, Tenant Rep Darlella Wiggins, THA Manager Dale Kokanovich and THA Legal Counsel Diane Tiveron.

Minutes of previous meeting:

- May Board Meeting Minutes were presented. A Motion to accept the Minutes was made by Betty Schaertel 2nd by Jean Harmon. By a vote of 7-0, the Motion passed.

Correspondence:

- City Fire has provided their final report. The cause of fire was tenant related.
- Thank you letter from Tonawanda School District for our donation to the Alumni Recognition event.
- Letter from Independent Health regarding renewal (2026) rate changes, Increasing by 13%. This is what Independent Health is requesting from NYS. Final increase will be determined in the last quarter of 2025.

New Business

- Project (Legal) stuff. THADC, HDFC Board info. Omnibus documents needing signatures from all THA Board Members. It was noted that NYS has asked our Development Partner to look at "fast tracking" Phase 2 of the Redevelopment project.
- Belmont HUD rental rates for September. Manager will provide the rent comparison of current and proposed at the July Board Meeting.
- Fiscal Audit was done June 10th. Results should be presented at the July Board Meeting.

Old Business:

- Fiscal Manual – Final Draft provided for review. Tiveron Law also provided some comments for changes to consider. Will be discussed at the July Board Meeting.
- Tenant Rep elections process is underway. Petitions are due back by June 27th. Election Day is Thursday July 10th. NOTED – THA Board has allowed an extension of the Petition Due Date by one week in a Motion presented by Dee Wiggins 2nd by Betty Schaertel. By a vote of 7-0, the Motion passed. New date for Petitions is July 7th, Election day is July 17th.
- A request was made to provide floor plans for Hillview Commons to the Seniors living in JIG. Manager provided Seniors with floor plan drawings for Hillview.

Vacancy Report:

- 67 Applicants on the Wait List
- 33 Vacant units. The vacancy rate is 13%. Goal is 5% or less.
- 38 Late Notices for \$37,173
- HM32 and HM32A provided at the Board Meeting

Manager's Report:

- Check Register provided.
- LIHTC 101 training June 26 and 27th
- Senior raised gardens have been installed
- Small Claims court case July 2nd
- Copy of Albany PHA agenda for NYS FY2026 Budget. As the Federal Budget stands, there are major cuts to Public Housing and Low Income tenants in this proposed bill.

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

Remarks:

- A discussion was held focusing on if a Tenant Rep was "required" to accept the pay for the monthly meetings. Due to income challenges to rent calculations, it seemed to the Board that pay (to accept it or not) should not represent a barrier for tenants to participate as Tenant Reps. THA will provide the process for a Tenant Rep to decline the pay if they so choose to do so.

Executive Session: Not needed

Adjourn: There being no further business before this Board, a Motion to Adjourn was made by Lynn Krzeminski, 2nd by Dee Wiggins. By a vote of 7-0 the Motion passed and the Meeting was Adjourned at 6:58pm.



Dale Kokanovich

Executive Secretary

Tonawanda Housing Authority