

**Blair County Housing Trust Fund (Act 137) Advisory Board
Meeting Minutes**

Blair County Courthouse Conf Room 4B

December 13, 2018

Present: Jim Hudack, Melissa Gillin, Sergio Carmona, Billie Egan, James Gehret, Buddy Hann, Scott Durbin, Trina Illig and Jennifer Kensinger

Jim welcomed everyone. Self-Introductions were made.

Act 137 Account Balance

- Act 137 Account balance as of December 13, 2018 is \$455, 256.70.
- The average amount coming in is approximately \$8,000 a month.

Blight/Demolition Fund Account Balance

- The Blight/Demolition Fund Account Balance is \$62,571.69.
- The average amount coming in is approximately \$4,000 to \$4,800 a month.

Program Updates

First Time Home Buyer Program

- Jim included a First Time Homebuyer Program Synopsis in the packet.
- Billie Eagen discussed BCCAP's involvement in the First Time Homebuyers Program which is outlined in the packet.
- Jim reported that BCCAP cannot have a lien on a property and that the County does not wish to put liens on properties. Jim discussed 2 options which are included in the packet.
- Jim reported that First Time Homebuyers must go through the eligibility process as outlined in the packet to be able to receive the \$3,000 grant with no lien.
- There have been 36 inquiries since July.
- 14 individuals pre-approved with a lender with the Agency.
- 2 individuals eligible.
- 3 individuals ineligible because of being over the income limits.
- 1 individual did close.
- Jim asked the board for approval on his recommendation for a reduction in the amount given to individuals, who qualify for the First Time Homebuyers Program, to be modified from \$5,000 grant with a lien to a \$3,000 "gift" to be used toward the down payment and closing costs.

Buddy Hann made a motion to accept the modification as presented. Scott Durbin seconded the motion. All present were in favor. Motion carried.

- Jim asked the board to approve a change to the \$5,000 grant given to the individual who did close on their home, so that it would be covered under the new program, by modifying it from a \$5,000 grant with a lien to a \$3,000 "gift" with no lien.

Jim Gehret made a motion to accept the \$5,000 grant with a lien to be modified to a \$3,000 "gift" with no lien which would be covered under the new program. Buddy Hann seconded the motion. All present were in favor. Motion carried.

- Sergio read an email in regards to the individual who closed on their home.

- Jim talked about Senate Bill 1066, which passed in the Senate, but didn't make it through the House of Representatives. It is to be reintroduced next Legislative session.

Weatherization/Housing Rehab Program

- Jim included a Weatherization synopsis in the packet.
- Scott reported that second project is just getting completed.
- A third project is a back end of home that has deteriorated and water has penetrated the house. The repair will cost around \$3,000 and about \$7,000 will be put in weatherization.

Homeless Shelter

- Jim reported that things are moving forward with the shelter.
- The Acquisition is going to be coming soon.
- Phase 2 on Environmental has been done.
- Jim passed around a tentative set of plans for the shelter for members to look at.
- Jim reported that one of the funding packages is a Capital Campaign, which is going out into the community and looking for donations.
- Estimated costs of shelter is about \$175 a square foot. Some potential contributors are looking at buying a room or a kitchen.
- Jim requested approval from the Affordable Housing Trust Fund Advisory Board for a contribution of \$1,500 for the development of a Capital Campaign that will obtain private contributions for the development and renovations of the homeless shelter.

Scott Durbin made a motion to approve the contribution of \$1,500 to the Capital Campaign for the homeless shelter. Buddy Hann seconded the motion. All present were in favor. Motion carried.

- Scott Durbin made the suggestion of possibly contributing more to the campaign. Jim agreed to further discuss that suggestion if there is a need for more funds.

Other Program Options:

Housing Rehabilitation Program/Lead Abatement/Lead Hazard Control Grant Award

- Trina Illig distributed and discussed her packet on Housing Rehabilitation/ Lead Abatement.
- Since 2015, there has been a total of 3 recaptures from the housing rehabilitation program totaling \$18,013.96.
- Trina is requesting the \$18,013.96 be allocated from the Affordable Housing Trust Fund back into the Blair County Housing Rehabilitation Program for use.
- In 2018, the CDBG Program funded \$490,644 which breaks down to 16 units.
- Trina discussed the Blair County Housing Rehabilitation Waiting List which is also in the packet.
- Trina is also requesting \$50,000 from the Blair County Affordable Housing Trust Fund to be used in conjunction with an \$85,750 grant from the Lead Hazards Control Grant for Lead Abatement cost and coverages or to complete additional rehabilitation work on units not covered under the scope of the Lead Hazards Grant. Max per unit would be \$10,000. The breakdown of the Lead Hazards Control Grant is: \$75,000 for Lead Hazard Control and \$10,750 for Healthy Home Activities.

- Trina reported that the program is directed towards households that have children who have been diagnosed or tested and already have elevated blood levels.
- Currently, have funding to do 5 units that were identified by the Department of Health.
- Trina reported that the Lead Hazards Control Grant covers lead abatement, as well as, lead encapsulation.

Scott Durbin made a motion to approve the requests made by Trina for the Affordable Housing Trust Fund to allocate the \$18,013.96 of recaptured funds back into the Blair County Housing Rehabilitation Program and for \$50,000 from the Affordable Housing Trust Fund to use for the Lead Abatement/Encapsulation Project. Jim Gehret seconded the motion. All present were in favor. Motion carried.

Blight Process Fund

- Jim included a draft in the packet.
 - Currently, there is \$50,000 plus in the fund.
 - The fund will only be available to municipalities.
 - Will have to have matching funds.
 - Probably be a cap of \$10,000 max per unit.
 - It will be an approval and review process.
 - If time sensitive, applications can be emailed out to everyone.
 - Jim asked for approval from the Board to move forward on the Blight Demolition Project.
- Buddy Hann made a motion to approve moving forward on the Blight Demolition Project. Jim Gehret seconded the motion. All present approved. Motion carried.***

- Furnace Replacement Program was discussed.
 - Further discussions will be made now until next meeting in February.

Jim included a list of 2019 Meetings on the Agenda.

After February meeting, Jim will be contacting members who need to be reappointed.

Jim closed the meeting and wished everyone a Happy Holiday Season.

Next Meeting:

The next meeting is scheduled for **Thursday, February 21, 2019** at 8:15am at Department of Social Services Conference Room 4B, Hollidaysburg.