

**Blair County Affordable Housing Trust Fund (AHTF/Act 137) Advisory Board
Meeting Minutes
Blair County Courthouse: Conference Room 4B
May 11, 2022**

Present: Jim Hudack, Commissioner Bruce Erb, Melissa Gillin, Jean Cupp, Scott Durbin, James Gehret, Don DeLozier, Jeanne Puskar, Lisa Hann, Jodi Williams and Jennifer Kensinger

Missy welcomed everyone. Self-Introductions were made.

Approval of Advisory Board Meeting Minutes

The minutes of the February 9, 2022 meeting were emailed to the Advisory Board members prior to today's meeting.

Jim Gehret made the motion to accept the minutes as presented. Scott Durbin seconded the motion. All were in favor. Motion carried.

Public Comment: *No public comments were made.*

Missy reviewed the AHTF Current Accounts as shown below:

Act 137 Account Balance

Affordable Housing Trust Fund (AHTF)	Emergency Shelter Committed Meeting 11/13/19	Team Effort Committed Meeting 2/9/22	Lead Committed Meeting 12/13/18	Owner Occupied Rehab Meeting 3/12/21	Recaptured Funds Committed Meeting 12/13/18	1 st Time Homebuyer Commissioner Meeting 4/5/22	TOTAL
Allocation	\$201,500.00	\$15,000	\$50,000.00	\$50,000.00	\$18,013.96	\$3,000.00	
Paid Out as of 4/29/22	-\$1,500.00	\$0	-\$49,726.20	-\$26,309.80	-\$18,013.93	0	
Program Available BALANCE 4/29/22	\$200,000.00	\$15,000	\$273.80	\$23,690.20	\$0	\$3,000	\$241,964.00

AHTF Bank Statement Balance of 4/29/22: \$603,542.02

AHTF Committed Pending Payments: \$241,964

AHTF Available Non-Committed Funds: \$361,578.02

Jim asked Lisa Hann when the Department of Social Services Affordable Housing Trust Fund would be getting invoiced for the \$200,000 allocated to the Emergency Shelter. Lisa is to check with Mary and get back to Jim.

Program Updates

First Time Home Buyer Program

- Don asked if the prior 1st Time Home Buyers allocation from January 2022 fell through. Missy answered that it did go through that there was a delay in the processing.

Recent Allocations:

- T. Oluwade, 2813 Oak Avenue, Altoona (\$3,000)
- G. Sipe, 423 Crawford Avenue, Altoona (\$3,000)
- Jodi Williams, Executive Director of Blair County Community Action Program (BCCAP), reported that BCCAP is awaiting paperwork, for a lender, to move forward with awarding Deb Sabata \$3,000 from the 1st Time Home Buyer Program.
- Jodi stated that there are two (2) more participants, in the program, who BCCAP has not had contact from recently. A BCCAP case manager will be reaching out to them.
- Commissioner Erb stated that there are not any Commissioner meetings next week, due to the Primary Election, so the earliest Commissioners' meeting to get approval for any 1st Time Home Buyer award recipients would be May 24, 2022.
- Jim Hudack stated that the biggest delay, with this program, is getting the completed lender paperwork.

Weatherization/Housing Rehab Program

- No current updates.

Homeless Shelter

- Lisa Hann, Family Services Executive Director, shared photos of the Emergency Shelter, depicting its current stage of renovation.
- Projected completion date is June 14, 2022.
- Lisa is working with WTAJ news station in regards to their Founders Day of Caring Event on June 17, 2022. If the Family Services Emergency Shelter is chosen for this event, WTAJ would feature them on the broadcast, which would give the shelter some publicity and, perhaps, generate donations.

Other Programs:

Lead Abatement Program (Trina Illig)

- No updates were given.

Blight/Demolition Fund

- Missy included a list of approved demolitions in the agenda packet.
- There are no projects pending Board approval.
- The property at 424 West 1st Street, Williamsburg, is moving forward.
- Jim Hudack attended the Southern Central Counties Boroughs Association meeting on March 2, 2022 to discuss the Demolition Fund program. As a result of that presentation, Antis Township officials inquired if trailers could be torn down using the funding, but due to legalities, the funding cannot be used toward that purpose. In the future, Jim may present the program to Huntingdon County Commissioners.

- Jim Gehret, Board Member and Hollidaysburg Borough Manager, stated that Hollidaysburg Borough does have 4 dangerous structures under review and will contact Jim Hudack about program funds, if needed, in the future.
- Jim Hudack spoke with Mary Johnson, City of Altoona, about putting a package together of blighted, city properties that can be submitted for consideration for funding from the Demo program.

Demo Fund Current Account

Demolition Fund Bank Statement 4/29/22	\$194,442.79
Demolition Projects Committed Not Paid	\$10,000.00
Demolition Program Funds Available Non-committed	\$184,442.79
Pending Board Approval	\$0.00

TEAMeffort

- Scott reported that 550 TEAMeffort campers (volunteers) are scheduled to arrive in Blair County around the first week of June 2022 to do light construction and/or repairs on local properties identified by area churches. The campers will be in the county until the last week of July 2022.
- The AHTF board members and county commissioners approved up to \$15,000 in AHTF funds to be used by TEAMeffort.
- Scott and TEAMeffort did a presentation during the March 8, 2022 Commissioners' meeting, featuring the work completed by TEAMeffort in 2021.

Next Steps

Sustainable Housing Program

- An updated Sustainable Housing Program application packet was emailed to AHTF members prior to the meeting. Trina Illig, Grants Coordinator for Community Development, helped fine tune the document with Jim Hudack and Missy Gillin. The dates shown on the application were highlighted in yellow because they will change once the final document is approved by the Commissioners for distribution.
- Jim Hudack asked for attendees to get the word out about this funding.
- Lisa Hann asked if a former office building, for example, could be acquired and rehabilitated as a housing unit. Jim Hudack answered that all projects would be looked at.
- Jim stated that an invoicing system would be looked at for payment.
- Don Delozier and Scott Durbin stated that money should not fund architectural engineering.
- All submitted applications will be reviewed by the AHTF Board.
- Jim will, also, have Nathan Karn, County Solicitor, read over the application.
- Jim stated that the "final" application packet will probably be ready to be distributed to interested parties in July 2022.

Open Forum:

- Scott suggested that the AHTF program funds could be used to help with code enforcement problems.
- Jim stated that the AHTF could look at partnering with the City of Altoona's HOME program and/or Land bank.
- Jim shared information relating to the Blair County Community Action Program (BCCAP):
 - The Point in Time (PIT) count resulted in finding 36 unsheltered residents in 2022, which is a 125% increase from 2020.
 - In March 2020, AHTF approved \$50,000, in emergency funding, to be used by BCCAP to house the homeless during the COVID 19 pandemic. Those funds were reimbursed by County COVID funds.
 - *Stats on Housing the Homeless as of April 30, 2022:**
 - \$623,859.82 in funds were capitalized and used to shelter homeless in hotels.
 - Sheltered: 381 Households to include 441 Adults and 212 Children
 - Permanent Housing: 305 Households out of the total 381 Households were able to get permanent housing
- Lisa Hann updated the attendees on the "Out of the Cold" project, which will be a faith based initiative where participating churches, on a rotating schedule, would allow overnight shelter, at their church, for the homeless population. This project would help fill the gap that the 35 bed shelter cannot fill. 1327 individuals were turned away from the shelter last year from July 1, 2021 through March 31, 2022. Meetings will continue until all the details are worked out to get the project up and running.

Missy thanked everyone for attending and closed the meeting.

Next Meeting:

The next meeting is scheduled for **Wednesday, August 10, 2022** at 8:15am in Conference Room 4B