

**MINUTES OF THE MEETING OF THE
MEMBERS OF TROY HOUSING AUTHORITY
HELD ON WEDNESDAY, SEPTEMBER 27, 2023**

PRESENT: Susan Steele, Chair
Steven Sanders, Commissioner
Justin Relf, Commissioner
Debora Jackson, Commissioner
Widelia Roman, Commissioner

EXCUSED: Elizabeth Rodriguez, Commissioner
Walter Howard, Commissioner

ALSO

PRESENT: Deborah Witkowski, Executive Director

The Commissioners of the Troy Housing Authority met remotely, on Wednesday, September 27, 2023 @ 4:30 PM. Chair Susan Steele called the Meeting to Order and led the Assembly in the Pledge of Allegiance. Upon Roll Call, five Commissioners were present.

Chair Steele moved to Resolution 23-20, the approval of the minutes of the meeting of the Troy Housing Authority held on August 16, 2023. Commissioner Jackson moved to approve the minutes. Commissioner Relf seconded the motion. Upon discussion, Commissioner Sanders asked that the August 16, 2023, minutes to be corrected to reflect five (5) present and remove the duplicate listing of Commissioner Walter Howard on the cover page. When put to a vote, the motion was approved by 4. Commissioner Sanders abstained, since he was not at the August 16, 2023 board meeting.

Chair Steele moved to Resolution 23-21, a resolution approving the Troy Housing Authority 2024 Agency Plan, the 2023 Capital Fund Plan, and on-going 2023 to 2027 Capital Fund 5-year plan and authorizing the submission of these plans to HUD. Commissioner Jackson moved to approve the resolution. Commissioner Sanders seconded the motion. When put to a vote, the resolution was unanimously approved 5/0.

Chair Steele moved to Resolution 23-22, a resolution approving updates to the Section 8 Administrative Plan. Commissioner Sanders moved to approve the resolution. Commissioner Jackson seconded the motion. When put to a vote, the resolution was approved 5/0.

Chair Steele moved to Resolution 23-23, a resolution authorizing the Executive Director to write off the outstanding balances of vacated residents accounts receivable balances that have been deemed uncollectable as of September 15, 2023. Commissioner Sanders moved to approve the resolution. Commissioner Relf seconded the motion. When put to a vote, the resolution was approved 5/0.

Chair Steele moved to Resolution 23-24, a resolution to approve the financial closing of Troy Portfolio Preservation Bundle 1 (AKA Griswold Heights Apartments). Commissioner Jackson moved to approve the resolution. Commissioner Sanders seconded the motion. When put to a vote, the resolution was approved 5/0.

Chair Steele moved to discussion of old and new business. There was no old or new business. Deborah Witkowski then presented her Executive Directors report.

Chair Steele asked for a motion to adjourn. Commissioner Roman approved the motion. Commissioner Sanders seconded the motion. When put to a vote, the motion was unanimously approved. The meeting was adjourned at 5:20 PM.

CERTIFICATE

I, DEBORAH A. WITKOWSKI, duly appointed, qualified and EXECUTIVE DIRECTOR of TROY HOUSING AUTHORITY, do hereby certify that the attached copy of the Minutes of the REGULAR Meeting of the MEMBERS of said AUTHORITY, held on the 27th day of SEPTEMBER 2023, is a true and correct copy of the original Minutes of said Meeting on file and of record, and I do further certify that the copy of the Resolution(s) appearing in said attached copy is a true and correct copy of the Resolution(s) adopted at said MEETING and is on file and of record.

IN TESTIMONY WHEREOF, I have hereunto set my hand and the seal of said AUTHORITY this 27TH day of SEPTEMBER 2023.

Deborah A. Witkowski
Executive Director

(SEAL)