

HOUSING BOARD
Regular Meeting Minutes
May 13, 2021
12:00P.M.

Call to Order

The Regular Meeting of the Housing Board was called to order at 12:00P.M.
Phillip Lubitz called the meeting to order and read the following notice requirements.

Adequate notice of this meeting was provided by posting date, time, agenda and Zoom link on the Kingwood Township Municipal web-site on May 6, 2021.

In order to ensure full public participation in this meeting, all members of this Board, and also members of the public are requested to speak only when recognized by the Chair so that there is no simultaneous discussion or over-talk.

ROLL CALL

| <u>Present</u> | <u>Absent</u> |
|---------------------|---------------|
| Thomas Ciacciarelli | Nancy good |
| Philip Lubitz | |
| Cynthia Ostergaard | |
| Leslie Bella | |

Also present were Township Attorney, Katrina Campbell from Lavery, Selvaggi, Abromitis and Cohen, P.C. and Township Planner, David Banisch from Banisch Associates, Inc.

Reorganization

Motion for Nomination of Chairperson for the Housing Board for 2021.

It was moved by Thomas Ciacciarelli, seconded by Cynthia Ostergaard and carried to nominate Philip Lubitz **Chairperson** of the Housing Board for year 2021.

| | |
|------------------------|---|
| Roll Call Vote: | Aye: Lubitz, Ostergaard, Ciacciarelli, Bella |
| | Nay: None |
| | Abstain: None |
| | Absent: Good |

Motion for Nomination of Vice-Chairperson for the Housing Board for 2021

It was moved by Philip Lubitz, seconded by Thomas Ciacciarelli and carried to nominate Nancy Good **Vice-Chairperson** of the Housing Board for year 2021.

| | |
|------------------------|---|
| Roll Call Vote: | Aye: Lubitz, Ostergaard, Ciacciarelli, Bella |
| | Nay: None |
| | Abstain: None |
| | Absent: Good |

New Business

Approve Minutes of the July 24, 2018 Housing Board Meeting

It was moved by Thomas Ciacciarelli and seconded by Cynthia Ostergaard to approve the July 24, 2018 Housing Board Meeting minutes.

Roll Call Vote:

| | |
|-----------------|---|
| Aye: | Lubitz, Ostergaard, Ciacciarelli |
| Nay: | None |
| Abstain: | Bella |
| Absent: | Good |

Affordable Housing Compliance Update

David Banisch presented a proposal from Bruno and Pat Casuscelli of Galleria Construction. The proposal was discussed at a meeting attended by David Banisch, Wayne Ingram, Township Engineer, Bruno and Pat Casuscelli and Robert Martucci, Engineer, previous to this meeting. The proposal includes two planned construction projects for Affordable Housing Units in Kingwood Township.

Plan #1:

To tear down existing dwelling located on County Road 519, Baptistown, next to the Our Lady of Victory Church property. They would then build ten units, five of those units would be Affordable Housing and the other five would be marketplace units.

Plan #2:

To build five Affordable Housing units on Locktown Road near State Hwy 12. This plan would not include marketplace units. P. Lubitz asked D. Banisch to investigate whether or not this property could be included in the Gateway Village Plan with an amendment.

P. Lubitz suggested that an alternative plan would be to renovate the existing structure on County Road 519, Baptistown with a possible 50/50 split of marketplace and Affordable Housing units. The renovation would need to be in keeping with the historic style of the Village.

Motion was made to set the order of Galleria Construction's Proposed Development as First Choice Locktown Road Site/5 Affordable Housing Unit Complex. Second Choice to Renovate the Current Structure on County Road 519, Baptistown, Creating a 50/50 Split of Marketplace and Affordable Housing Units.

It was moved by Cynthia Ostergaard, seconded by Leslie Bella to set the order of Galleria Construction's proposed development plans as 1st choice Locktown Road project and 2nd choice renovation of County Road 519, Baptistown structure.

All voted "AYE" on Roll Call Vote

D. Banisch will bring Housing Board recommendations back to Galleria Construction. A special meeting may be held for further discussion.

Affordable Housing Litigation Update

The spending plan has been approved. There are remaining conditions on the compliance order that need to be addressed. D. Banisch will reach out to Jim Kyle, newly appointed Special Master, and report back to this Board.

Spending obligations will need to be managed by an administrative agent. K. Campbell discussed Township options for fulfilling this obligation. A person who has already been trained and certified in this role can be hired by the Township or a current staff member could go through the requisite training and certification program. Ms. Campbell recommended the latter option due to volume of work vs. cost of hiring an outside agent.

T. Ciacciarelli will discuss the obligatory administrative agent position at the June Township committee meeting.

Schedule Next Meeting Date and Time

The next regular Housing Board meeting is scheduled for September 9, 2021, 12:00P.M. via Zoom. Special Meeting to discuss Galleria proposal to be determined.

Public Comment – Privilege of the Floor

No Comments

Adjournment

It was moved by Thomas Ciacciarelli, seconded by Cynthia Ostergaard and carried to adjourn the meeting at 12:50PM. All voted Aye on Roll Call Vote.

Respectfully submitted by,
Michele Tipton-Walters,
Housing Board Secretary