

**DELAWARE MANUFACTURED HOUSING RELOCATION AUTHORITY**

Tatnall Building – Room 113

Dover, Delaware

Minutes of November 16, 2005

**IN ATTENDANCE:**

Authority:	Stevan D. Class (Chairman – Colonial East) William Reed (DMHOA) Raymond Paylor (Division of Human Relations) Caron Thompson (Hudson Management) Terri Rock (ARM) Ed Speraw Jerome Heisler (
Attendees:	Dane Listug-Lunde (McBride Shopa) Ruth Briggs King (FSMHA) Dr. Michael Arnold
Legal Counsel:	William A. Denman, Esquire

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**I. CALL TO ORDER:**

Chairman Class called the meeting to order at 1:09 p.m.

**II. REVIEW AND APPROVAL OF MINUTES OF LAST MEETING:**

Chairman Class presented the minutes of the October 12, 2005 meeting for comments and corrections. Mr. Speraw made a motion to accept the minutes as proposed. Mr. Reed seconded the motion. Mr. Heisler asked that it be noted that he was excused from last months meeting due to Yom Kipper. After unanimous approval was given from the members present by voice vote, the motion was carried.

**III. OLD BUSINESS:**

A. ACTUARY COMMITTEE REPORT

There was no report of the Actuary Committee.

Dr. Michael Arnold was present to answer questions regarding his report.

**IV. NEW BUSINESS:**

A. REPRESENTATION OF STATE AUDITORS OFFICE

Chairman Class presented to The Board an email from Catherine Kleponis, CPA. Ms. Kleponis will be assisting The Board with its yearly audit.

B. ADMINISTRATIVE REPORT

There was no Administrative Report.

C. APPLICATIONS FOR BENEFITS

Mr. Denman presented the following pending application:

Allan Imler – Ms. Rock mad a motion to approve Mr. Imler’s application for relocation benefits in the amount of \$4000.00. Mr. Paylor seconded the motion. After unanimous approval was given from the members present, the motion was carried.

Sherena DeLeon – Ms. Thompson made a motion to approve Ms. DeLeon’s application for relocation benefits in the amount of \$8,000.00 conditional upon receiving an invoice for footers from Marshal & Bailey. Mr. Speraw seconded the motion. After unanimous approval was given from the members present, the motion was carried.

Florence Ceperich – Mr. Speraw made a motion to approve Ms. Ceperich’s application for relocation benefits in the amount of \$1,725.00. Mr. Reed seconded the motion. After unanimous approval was given from the members present, the motion was carried.

James Harrison – Mr. Reed made a motion to approve Mr. Harrison’s application for relocation benefits in the amount of \$8,000.00. Mr. Speraw seconded the motion. After unanimous approval was given from the members present, the motion was carried.

Elizabeth Klemko – Ms. Thompson made a motion to approve Ms. Klemko’s application for relocation benefits in the amount of \$4000.00 conditional upon receiving an invoice for skirting. Mr. Reed seconded the motion. After unanimous approval was given from the members present, the motion was carried.

Ronald Sabo – Ms. Rock made a motion to approve Mr. Sabo’s application for relocation benefits in the amount of \$4,000.00. Mr. Speraw seconded the motion. After unanimous approval was given from the members present, the motion was carried.

Florena Watson - Mr. Reed made a motion to accept Ms. Watson’s application for relocation benefits in the amount of \$8,000.00 conditional upon receiving a signed authorizing joint payment form. Ms. Thompson seconded the motion. After unanimous approval was given from the members present, the motion was carried.

#### D. FINANCIAL REPORT

Dane Listug-Lunde distributed a Financial Summary which was reviewed by the Authority. Mr. Reed made a motion to approve the financial summary as submitted. Mr. Paylor seconded the motion. After unanimous approval was given from the members present, the motion was carried.

Mr. Listug-Lunde requested a transfer of \$10,000 from the Trust Account to the Operating Account for the purpose of paying bills. Mr. Reed made a motion to approve the draw request. Ms. Rock seconded the motion. After unanimous approval was given from the members present, the motion was carried.

#### V. ADJOURNMENT:

As there was no further business before the Board, a motion was made for adjournment by Ms. Rock and seconded by Mr. Heisler. After unanimous approval was given from the members present, the motion was carried. The next meeting of the RTA will be January 11, 2005 at 1pm. Location to be determined.

Respectfully submitted by:  
Leslie M. Bird, Administrative Assistant  
DMHRA