



Quick-tip Resource Guide for Landlords

Rev. 11/2/2022

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Blair County Municipalities

Name	Phone	Address	Email
City of Altoona	949-2410	1301 12th Street Altoona, PA 16601	manager@altoonapa.gov
Borough of Bellwood	742-8591	516 Main Street Bellwood, PA 16617	bellwoodoffice@aol.com
Borough of Duncansville	695-9548	PO Box 308, 1146 Third Avenue Duncansville, PA 16635	char@duncansvillepa.org
Borough of Hollidaysburg	695-7543	401 Blair Street Hollidaysburg, PA 16648	secretary@hollidaysburgpa.org
Borough of Martinsburg	793-3213	110 S. Walnut Street Martinsburg, PA 16662	info@martinsburg.org
Borough of Newry	695-0168	PO Box 245, 713 Shamrock Lane Newry, PA 16665	n/a
Borough of Roaring Spring	224-4814	616 Spang Street Roaring Spring, PA 16673	rsboro@atlanticbbn.net
Borough of Tyrone	684-1330	1100 Logan Avenue Tyrone, PA 16686	kgurekovich@tyroneboropa.com
Borough of Williamsburg	832-2051	305 E. Second Street Williamsburg, PA 16693	boro16693@gmail.com
Taylor Township	224-2738	7217 Woodbury Pike Roaring Spring, PA 16673	taylortownshipa@gmail.com
Township of Allegheny	695-9563	3131 Colonial Drive Duncansville, PA 16635	allegtwp@atlanticbbn.net
Township of Antis	742-7361	909 N. Second Street Bellwood, PA 16617	antismanager@atlanticbbn.net
Township of Blair	696-4363	375 Cedarcrest Drive Duncansville, PA 16635	blairtwp@aol.com
Township of Catharine	832-3851	1229 Recreation Drive Williamsburg, PA 16693	catharinetownship@yahoo.com
Township of Frankstown	695-7151	2122 Frankstown Road Hollidaysburg, PA 16648	frankstowntwp@atlanticbbn.net
Township of Freedom	695-8051	131 Municipal Street East Freedom, PA 16637	freedomtwp@yahoo.com
Township of Greenfield	239-5313	477 Ski Gap Road, PO Box 313 Claysburg, PA 16625	greenfieldtownship@gmail.com
Township of Huston	793-3182	1538 Sportsman Road Martinsburg, PA 16662	wdsmtbg61@embarqmail.com
Township of Juniata	695-5335	901 Poplar Run Road Duncansville, PA 16635	ronald_neff@msn.com
Township of Logan	944-5349	100 Chief Logan Circle Altoona, PA 16602	logantownship@atlanticbbn.net
Township of North Woodbury	793-4357	113 Cranberry Road Martinsburg, PA 16662	nwtownship@atlanticbbn.net
Township of Snyder	684-1048	108 Baughman Hollow Road Tyrone, PA 16686	snydertwp@comcast.net
Township of Tyrone	684-4869	237 Burket Road Tyrone, PA 16686	n/a
Township of Woodbury	832-2296	6385 Clover Creek Road Williamsburg, PA 16693	woodburyblair@comcast.net

NOTICE OF FAIR HOUSING



This notice will serve to advise that the following actions, if based on race, color, sex, national origin, religion, familial status (families with children), or handicap (disability) is prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the Pennsylvania Human Relations Act adds the additional protected classes of age and ancestry are considered discriminatory.

- Refusing to sell or rent to, deal or negotiate with any person
- Discriminating on terms or conditions for buying or renting housing
- Discriminating by advertising that housing is available only to persons of certain race, color, religion, sex, national origin, familial status, handicap (disability), age or ancestry
- Denying that housing is available for inspection, sale or rent when it really is available
- Blockbusting for profit, persuading owners to sell or rent housing by telling them that the minority groups are moving into the neighborhood
- Denying or making different terms or conditions for home loans by financial institution
- Denying to anyone the use of or participation in any real estate services, multiple-listing services, or other facilities related to the selling and renting of housing

Local Resources/Additional Information:

City of Altoona
Fair Housing Office
1301 Twelfth Street
Altoona, PA 16601
Phone: (814) 949-2537

Fair Housing Law Center
Central Office
10 West Cherry Avenue
Washington, PA 15301
Fair Housing Hot Line: 1-877-725-4472

Logan Township
Tiffany Noonan, Fair Housing Officer
100 Chief Logan Circle
Altoona, PA 16602
Phone: (814) 944-5349

Mid Penn Legal Services
171 Lakemont Park Blvd.
Altoona, PA 16602
Phone: (814) 943-8139 or 1-800-326-9177

Pennsylvania Human Relations Commission
Pittsburgh Regional Office
301 Fifth Avenue
Suite 390, Piatt Place
Pittsburgh, PA 15222
Phone: (412) 565-5395 or
TTY users only: (412) 565-5711
<http://www.hud.gov>

U.S. Dept. of Housing & Urban Development
PITTSBURGH FHEO FIELD OFFICE
Moorhead Federal Building
1000 Liberty Avenue
Pittsburgh, PA 15222
Phone: (412) 644-5449 or (412) 644-6353
Fax: (412) 644-6516
<http://www.phrc.state.pa.us>

DRUG ACTIVITY - RENTAL PROPERTIES

Cost of drug activity to Landlord/Owner:

- Losing access to property for good, or long period of time.
- High cost of cleaning up and making premises safe for future tenants to live in.
- Loss of rent or income for extended period of time.
- Damage to business or personal reputation.
- Potential reduction in property value.
- When selling property, disclosing that the premise was used to manufacture/sell controlled substances.

Signs of Drug production:

- **Cannabis (marijuana grow)**
 - Strong pungent odor
 - Electrical wiring tampered with
 - Windows blacked out
 - Significant increase in electric bill
 - Gardening products/tools with no garden. Could be fertilizers, empty boxes for grow lights, CO2 tanks, bags of soil/top soil, etc.
- **Production of other drugs (methamphetamines)**
 - Large amounts of chemical products, mostly solvents. For example, Coleman Lantern Fuel, and no Coleman Lanterns.
 - Large amounts of lithium ion batteries, or packaging for lithium ion batteries.
 - Ephedrine or pseudoephedrine and or empty packaging.
 - Strong unpleasant chemical odors.
 - Chemistry equipment, tubing, glass flasks, reaction vessels etc.

Signs of drug dealing from property:

- Visitors all times of day and/or night. Short stay, one to five minutes.
- Visitors arriving in a vehicle, with more than one occupant. One occupant exiting the vehicle and entering the residence for a short period of time.
- Vehicles parking a block or two away, and visitors approaching on foot, often with hoods up, or head down to avoid identification by neighbors/police surveillance.
- Paraphernalia (needles, packaging materials, etc.) laying around the inside or outside of the residence.
- Non relative guests staying for short periods of time (week or two, then gone a couple days, and back for a week or two). Tenants often get “free” drugs, for allowing a dealer to stay/sell out of residence.
- Willingness of tenant to pay months of rent in advance, particularly in cash.

Things to be aware of:

- Always check references and backgrounds of prospective tenants. UJS portal, public website for PA criminal histories. This is a public website, anyone can access without a password or login.
- Be concerned if a tenant doesn't allow you to come into the property, or tries to have you avoid certain rooms in the property.
- Be concerned of a tenant that always wants to meet you away from the property to discuss problems with the property, or pay rent.
- Be concerned if you see deadlocks, or alarms on internal doors. Especially internal doors that lock from the outside of the door.
- Be concerned if you observe fortification to the entry/exit doors of the apartment.
- Always get photo ID.
- Obtain tenants vehicle registrations.

SECTION 8 HOUSING

INITIAL PROCESS

Complete application and be placed on the waiting list.
Applicant will be notified when nearing the top of the waiting list.
All requested information must be provided before criminal and income eligibility is determined.
Once approved, voucher will be issued and paperwork given for landlord to complete.

INSPECTION PROCESS

After completed documentation is received from landlord, inspection of property is scheduled.
Unit must pass inspection before a lease can begin.
Rent is determined using the lower of fair market rent, landlord request or rent reasonableness.
Lease begins after landlord approves rent.

TENANT'S PORTION OF RENT

Determined based on tenant's annual gross income and any utilities the tenant must pay.
Landlord collects tenant's portion directly from tenant.
Altoona Housing Authority's portion is direct deposited into landlord's account.

AFTER LEASE BEGINS

Landlord and tenant are required to complete one full year of the lease before tenant can move.
Altoona Housing Authority inspects the unit once a year for Housing Quality Standards.
Landlord must complete any needed repairs or payment will be placed on hold.
Landlord will be notified if tenant's portion of rent is changed based on income.

TERMINATION OF SECTION 8 RENTAL ASSISTANCE

Tenant may be terminated for any drug or violence charges.
Tenant may be terminated if Landlord files and wins an eviction through the Magistrate.
Other termination conditions may apply if deemed appropriate by the Altoona Housing Authority.

STUDENT HOUSING

Verification of tenant

- Ask for a copy of the School identification
- Have a lease with tenant and the parents as co-tenants
- Emergency contact information
- Individual leases for each tenant for the unit
- Register the rental property with the municipality
- Clear terms on occupancy dates & departure dates
- Security deposit & payment terms
- Proper insurance and liability coverage
- Insure supplied items like furnishing and appliances

Property Safety & Set up:

- **Property Notes Internal**
 - Posted rules & regulations
 - Posted maintenance contacts
 - Post the address of the property inside the unit
 - Use landlord supplied window blinds for uniformity
 - Master key system
 - Parking permits for tenants
 - Fire extinguishers
 - Smoke & Carbon monoxide detectors
 - Clear rules for guests
 - Have routine property inspections
- **Property Notes External**
 - Property Lighting
 - Designated parking area
 - A fire escape plane
 - Note an area of rescue so that tenants may congregate to
 - A name plate or contact information for emergency
 - Have contact with a neighbor that may live close to the property
 - Designated trash & recycling area

Signs & Things To Be Aware of:

- Unwillingness to grant access for inspections
- Frequent visitors all times of day and/or night
- Frequent overnight guests
- Recycle bins and garbage always overflowing
- Fraternity or Sorority signs
- Unsightly material around property
- Unregistered vehicles
- Foul odors
- Consistently late with rent
- Bounced checks
- Tenant doesn't grant you access to property
- Has you avoid certain rooms in the property
- Notice of large amounts of alcohol
- Wants to pay rent in cash
- Pungent odors

DISABILITY RESOURCES

Self Determination Housing of Pennsylvania (SDHP)

Self-Determination Housing of Pennsylvania (SDHP) is a statewide organization, recently having merged with Inglis as a program of their Community Services. SDHP advocates for accessible, affordable, and integrated housing opportunities for individuals with disabilities throughout the Commonwealth.

The Regional Housing Coordinator (RHC) program works at a systems level, advocating for accessible and affordable housing opportunities for individuals with disabilities throughout the Commonwealth. We partner with stakeholders, service providers, disability organizations, etc. to bridge the information gap between the housing and disability communities, to promote partnerships that enable people with disabilities to choose and control their own housing, and to increase access to affordable, accessible, and integrated housing. Contact SDHP at SDHPInfo@inglis.org

SDHP Home Modification Program PA Accessible Housing Program (PAHP)

Our Keystone Communities Program/PA Accessible Housing Grant provides physical home modifications to help increase accessibility for eligible individuals with disabilities in Pennsylvania so they can remain independent in their homes. This Project is financed by a grant from the Commonwealth of Pennsylvania, Department of Community & Economic Development. For more information, please call (610) 873-9595 or email Beth at beth.mckeown@inglis.org.

The Center for Independent Living of South Central PA

The purpose of the Center for Independent Living of South Central PA is to provide supportive services to persons with disabilities who wish to increase or maintain their level of independence in the community and at home.

Blair County Emergency Management would like all people with a disability to be registered with the Blair County 911 Center to alert first responders in the event of an emergency.

To register a disabled individual, contact George Palmer, Executive Director, at gpalmer@cilsdpa.org. Phone: (814) 949-1905, v/tty (800) 237-9009.

USDA Rural Housing Development

The USDA Rural Development, our mission is to improve the quality of life in rural areas. Housing and Community Facilities Programs helps rural communities and individuals by providing loans and grants for housing. Contact Gary Reed, Area Specialist, at (724) 853-5555 ext. 126 or gary.reed@pa.usda.gov

DISABILITY RESOURCES CONTINUED

Pennsylvania Assistive Technology Foundation

Provides education and financing opportunities for older Pennsylvanians and people with disabilities, helping them to acquire the assistive technology devices and services that improve the quality of their lives. Call (484) 674-0506 voice/toll-free/TTY or toll free 888-744-1938 or email: patf@patf.us.

Pennsylvania Housing Finance Agency

Quick Start Housing Resources pages: PHFA and the Self-Determination Housing of Pennsylvania's Regional Housing Coordinators have compiled information about specific social service and housing resource agencies throughout the Commonwealth. This page is designed to help you identify where to start in inquiries about local service and housing related resources. See more at:

http://www.phfa.org/applications/housing_services_resources.aspx#sthash.4PcRNIVD.dpuf
or contact howard.ermin@inglis.org.

PAhousingsearch.com

Search for affordable housing, rental or permanent, in Pennsylvania on PAhousingsearch.com. A simple-to-use housing locator website that lets you define what you want in your next living space, and then it does all the research – presenting you with the relevant housing vacancies that best fit your parameters in the community where you want to live. This high-powered housing locator service is available any time of day at PAHousingSearch.com. A bilingual call center is also available weekdays from 9am until 8pm, Monday through Friday, at 1.877.428.8844.

Department of Human Services

In Pennsylvania, the Department of Human Services administers 10 Medical Assistance/Medicaid waivers and the Living Independence for the Elderly Program. Call the Blair County Assistance Office at toll free: 1-866-812-3341.

VETERANS

James E. Van Zandt VA Medical Center - Altoona, PA

General information/inquiries: (814) 943-8164

Website - www.altoona.va.gov

Help for Homeless Veterans Hotline: 1-877-424-3838

Website - www.va.gov/homeless

Altoona VA Medical Center Homeless Coordinators

Jesse Morgret, Homeless Case Manager: (814) 943-8164 ext. 17640

Caitlin Miller, HVHC Program Coordinator: (814) 943-8164 ext. 18526

- Office located on the first floor of the VA Medical Center - 2907 Pleasant Valley Blvd, Altoona PA 16602.

Veterans Leadership Program

Supportive Services for Veterans and Families (SSVF) - VA funded grant to help veterans who are homeless or at risk of becoming homeless. Rapid rehousing funds and homeless prevention funds available to those who qualify.

Grant Per Diem - 6 beds for homeless Veterans in Altoona, 4 beds for homeless Veterans in Johnstown. Temporary emergency housing.

- Contact Veterans Leadership Program at **412-481-8200**
- Veterans can directly apply online for assistance at www.vlpwpa.org
- Can also call the Veteran's Housing Service Coordinator for Blair County directly:
 - Hayley Miller - **412-522-9554**

Vietnam Veterans of America - Assists with filing service connection claims, used furniture as requested and available. (814) 943-8164 ext. 17085

Veteran's Coordinated Entry Access Site (also known widely as 211) - Veterans who are experiencing street homelessness can call the Veteran specific coordinated entry site: Monday-Friday, 9am-4pm at **412-522-9554**.

FOOD BANKS – BLAIR COUNTY

28th Street Church of the Brethren
2800 Union Avenue
Altoona, PA 16602
(814) 207-8293

Abundant Life Assembly of God
231 Howard Avenue
Altoona, PA 16602
(814) 931-8095

Altoona Food Bank
2318 N. Branch Avenue
Altoona, PA 16601
(814) 942-8415

American Rescue Workers
Hollidaysburg Office
811 Scotch Valley Road
Hollidaysburg, PA 16648
(814) 695-0762

Center City Church
1220 12th Avenue
Altoona, PA 16602
(814) 201-2454

Claysburg Area Food Bank
Claysburg Church of the Brethren
577 South Bedford Street
Claysburg, PA 16625
(814) 239-2440

Fathers House & Fathers Table Food Bank
1520 11th Street
Altoona, PA 16601
(814) 381-7019

First Baptist Church Reapers Food Ministry
Downtown Altoona
1209 17th Street
Altoona, PA 16601
(814) 943-8162

Martinsburg Food Pantry
Old Borough Building
133 East Allegheny Street
Martinsburg, PA 16662
(814) 793-3958

Salvation Army – Altoona Worship & Service Center
1813 Sixth Avenue
Altoona, PA 16602
(814) 942-8104

Second Avenue United Methodist Church
130 2nd Avenue
Altoona, PA 16602
(814) 943-2072

St. Luke's Episcopal Church
806 13th Street
Altoona, PA 16602
(814) 942-1372

St. Vincent dePaul Assumption Chapel Food Pantry
1523 Adams Avenue
Altoona, PA 16602
(814) 943-7962

The Nehemiah Project
1520 Eleventh Street
Altoona, PA 16601
(814) 381-7019

Tyrone Area Food Bank
Wesley United Methodist Church
1200 Logan Avenue
Tyrone, PA 16686
(814) 934-7672

DAILY MEALS – BLAIR COUNTY

1. Fathers House and Fathers Table

1520 11th Street Altoona, PA 16601 (814) 381-7019

- Meals served for Blair County Residents on Mondays, Wednesdays, and Thursdays from 5:00 - 6:00 and also the last 2 Tuesdays of the month
- *1 meal per person - social distancing rules apply

2. Nehemiah Project

1809 11th Street Altoona, PA 16601 (814) 201-2096

- *Lunch will be served from 12:30 - 1:30 and all who attend also get breakfast for the next day
- **Will distribute meals to Cherry Grove from 11:15 - 11:30, Monday thru Friday
- ***Will distribute meals at Fairview Hills Apartments from 11:30 - 12:15, Monday thru Friday
- ****Was designed for children but will not turn anyone away

3. St. Vincent DePaul Soup Kitchen

2201 Union Avenue Altoona, PA 16602 (814) 944-6302

- Monday thru Friday, 12:00 to 1:00
- *To go containers only
- **Only 8 people at a time

4. Meals on Wheels

(814) 946-1235

- Currently accepting new clients
- *Must be 60 years of age or older

BLAIR COUNTY ADULT PAROLE & PROBATION OFFICE

Address:

423 Allegheny Street, Suite 330
Hollidaysburg, PA 16648

Contact:

Amanda Moore
Chief, Blair County Adult Parole & Probation
(814) 693-3190 ext. 1307
amoore@blairco.org

Jean Reindl
(814) 693-3190 ext. 1317
jreindl@blairco.org

Units & Services:

ARD/PWV/Pretrial Diversion Program Unit
General Supervision Unit
Sex Offender & High Risk Offender Unit
Transfer Coordinator (Intercounty Transfers & Interstate Compact)
Specialty Courts Unit (IPP Drug Court, Diversion Program, Re-Entry Program, DUI Court)
Electronic Monitoring & Technical Services
Transitional Program Coordinator (Pre-Parole Investigations)
Forensic Case Management/Resource Coordination
Bail Supervision
Web based reporting service for low risk offenders
Referrals to Treatment Agencies and Community Service



CENTRAL PA
LANDLORD'S
ASSOCIATION

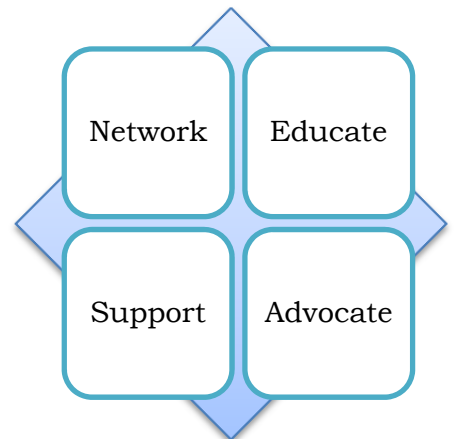
What is the CPLA?

The Central PA Landlord's Association is a non-profit group of independent property investors, owners, and managers. Our organization educates and assists landlords with issues such as compliance, tenant relations, and regulations on a local, state, and federal level. We provide an array of tools to assist landlords in being prepared to handle day-to-day tasks and duties.

The Central PA Landlords Association (CPLA) is growing and making a difference in our community. We hope you will join us to continue our success in supporting and educating landlords.

Benefits of Membership:

- Online rental listings
- Online business directory
- Extensive online document library
- Membership to Johnstown Credit Bureau
- Credit checks
- Background checks
- Collection services
- Tenant database
- Educational workshops
- Membership to PROA
- Legislative updates
- Monthly meeting
- Address current issues
- Issues addressed with local government
- Informative & Educational speakers



Monthly meetings are held on the 3rd Tuesday of the month.

If you want to become a Member and Join us,

Contact the CPLA:

www.centralpalandlords.com

CentralPALandlords21@gmail.com



www.pa211.org

If you need to connect with resources in your community, but don't know where to look, PA 211 is a great place to start. From help with a utilities bill, to housing assistance, after-school programs for kids, and more, you can dial 211 or text your zip code to 898-211 to talk with a resource specialist for free. Our specialists will listen to your needs, and give you information on programs in your community that might be able to help.

Visit our [211 search page](#) to explore programs available in your community by categories such as financial assistance, housing, and food.

Be a Crime Fighter!



Let's get dangerous and potentially addictive drugs out of homes and off the street!

Free Medication Drop Boxes are available for you to discard unused medications! The best way to combat drug diversion and abuse is to get drugs away from folks who may be tempted to use or sell them. Drugs discarded into the dropboxes are safely destroyed by law enforcement.



Blair County Medication Drop Off Locations:

- ▶ **Allegheny Township Police Department**
(814) 695-9563
3131 Colonial Dr. Duncansville, PA 16635
Monday – Friday, 8:00am – 4:00pm
- ▶ **Altoona Police Department**
(814) 949-2489
1106 16th St. Altoona, PA 16601
24 hours per day / 7 days per week
- ▶ **Blair County Courthouse**
(814) 693-3000
423 Allegheny Street Hollidaysburg, PA 16648
Monday – Friday, 8:00am – 4:00pm
- ▶ **Blair Township Police Department**
(814) 696-3846
375 Cedarcrest Drive Duncansville, PA 16635
Monday – Friday, 8:00am – 4:00pm
- ▶ **CVS**
(814) 944-9224
200 E. Plank Rd. Altoona, PA 16602
Available During Store Hours
- ▶ **Freedom Township Police Department**
(814) 695-8545
131 Municipal Street East Freedom, PA 16637
Monday – Friday, 8:00am – 4:00pm
- ▶ **Giant Eagle Pharmacy - Altoona**
(814) 946-4267
181 Sophira Ln. Altoona, PA 16602
Available During Store Hours
- ▶ **Greenfield Township Police Department**
(814) 239-5313
477 Ski Gap Road Claysburg, PA 16625
Monday – Friday, 8:00am – 4:00pm
- ▶ **Hollidaysburg Police Department**
(814) 695-3711
401 Blair St. Hollidaysburg, PA 16648
Monday – Friday, 7:00am – 11:00pm
- ▶ **Logan Township Police Department**
(814) 949-3364
100 Chief Logan Circle Altoona, PA 16602
Monday – Friday, 8:00am – 4:00pm
- ▶ **State Police-Troop G - Hollidaysburg**
(814) 696-6100
1510 N Juniata St. Hollidaysburg, PA 16648
24 hours per day / 7 days per week
- ▶ **Tyrone Borough Police Department**
(814) 684-1364
1100 Logan Avenue Tyrone, PA 16686
Monday – Friday, 8:00am – 5:00pm
- ▶ **VA Medical Center**
(814) 943-8164
2907 Pleasant Valley Blvd Altoona, PA 16602
Monday – Friday, 8:00am – 4:30pm
- ▶ **Walgreens Pharmacy**
(814) 944-3236
508 E. Plank Rd. Altoona, PA 16602
Available During Store Hours
- ▶ **Williamsburg Police Department**
(814) 832-2022
305 E. 2nd St. Williamsburg, PA 16693
Mon, Tues, Thurs, Fri, 9:00am – 3:00pm
Wed, 8:00am – 4:00pm

Project Supported by:

