

Resolution #3311

A RESOLUTION OF THE WARREN COUNTY COMMISSIONERS, WARREN COUNTY, PENNSYLVANIA, APPROVING A FAIR HOUSING COMPLAINT PROCEDURE.

WHEREAS, Warren County receives funding under the Community Development Block Grant (CDBG) program administered by the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, as a recipient of CDBG funds, Warren County is required to comply with all applicable fair housing laws, including the Fair Housing Act (42 U.S.C. 3601 et seq.) and applicable state and local fair housing laws; and

WHEREAS, HUD guidelines mandate that each CDBG recipient establish and maintain a formal procedure to address complaints related to housing discrimination, ensuring that individuals can file complaints of discrimination and receive appropriate resolutions; and

WHEREAS, Warren County has developed a Fair Housing Complaint Procedure that provides an accessible, transparent, and timely process for the filing, investigation and resolution of housing discrimination complaints; and

WHEREAS, Warren County's Fair Housing Complaint Procedure includes clear steps for filing a complaint, investigation of alleged discrimination, resolution of the complaint and notification of outcomes, while also ensuring protections against retaliation for complainants and witnesses; and

WHEREAS, the adoption of this Fair Housing Complaint Procedure is in compliance with the requirements of HUD and the CDBG program; and

WHEREAS, Warren County has provided an opportunity for public review and comment on the proposed Fair Housing Complaint Procedure, and no further changes are required based on public feedback;

NOW, THEREFORE, BE IT RESOLVED by the Warren County Commissioners:

1. Warren County hereby approves the Fair Housing Complaint Procedure for the CDBG program as presented.
2. Warren County's Fair Housing Officer is directed to implement the approved Fair Housing Complaint Procedure, ensure that it is publicly accessible, and provide the necessary information to all individuals receiving housing assistance through CDBG programs.
3. The Fair Housing Complaint Procedure shall be made available to the public through Warren County's website, public offices and other relevant locations, and will be provided to individuals upon request.
4. Warren County affirms its commitment to protecting individuals from retaliation in accordance with the Fair Housing Act and the CDBG program requirements.
5. The Fair Housing Officer shall periodically review the Fair Housing Complaint Procedure to ensure its continued effectiveness and compliance with any changes in federal, state, or local laws.

This resolution shall take effect immediately upon its passage and adoption.

Adopted this 17th day of September, 2025

COMMISSIONERS OF WARREN COUNTY



Kenneth L. Klakamp
Chair



Tricia D. Durbin
Vice Chair



Daniel Glotz
Commissioner

Attest:



Pamela J. Matve
Chief Clerk

