BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

APRIL 20, 2021

The Regular Meeting of the Board of Commissioners of the Housing Authority of the City of Jefferson, Missouri, was held at 7:30 a.m. on Tuesday, April 20, 2021, via Zoom meeting.

ROLL CALL: On roll call, the following were in attendance: Chairman Dennis Mueller, Vice-Chairman Larry Kolb; Commissioners Bob Weber, Mary Simmons and Brian Wekamp. Also, in attendance were Cynthia Quetsch, Executive Director; Cindy Reeves, Chief Financial Officer; Michelle Wessler, Chief Housing Officer; Todd Miller, Legal Counsel; Diana Walters, and Amy VanOverschelde Administrative Assistants; Carrie Tergin, Mayor; Mike Lester, City Councilman and members of the public.

Chairman Mueller called the meeting to order.

REGULAR SPECIAL

Mueller 12-12 11-12

Kolb 12-12 10-12

White 11-12 8-10

Weber 11-12 6-7

Simmons 5-5 2-2

INFORMATIONAL ITEMS:

A. The monthly financial statements are not available due to software issues.

B. The Missouri Department of Conservation awarded JCHA a grant for $26,200.00 to remove 9 dead trees, plant 53 new trees and provide the ash bore shot to 2 trees. The nursery will notify us when the trees are available. We hope to have a planting day on May 1, 2021. Parks and Rec, Helias students and volunteers will be assisting. Ann Koenig from Conservation will present a check at the planting.

C. The Family Self Sufficiency report was presented. There will be a graduation ceremony and 10-year anniversary celebration will be held on May 11, 2021 at 7 p.m. Several of the Board members plan to attend.

D. Councilman Lester announced that Brian Wekamp was approved by the City as Commissioner for JCHA. We will introduce him and have him take the oath of office at the May meeting.

E. Ms. Quetsch reminded the commissioner’s that their personal financial statements are due by May 1, 2021.

F. RESOLUTION NO. 4771

UNANIMOUS CONSENT RESOLUTION OF THE DIRECTORS OF HYDER APARTMENTS INVESTMENT

CORPORATION

Hyder is applying for the United Way grant to purchase a new bus for senior transportation. The Commissioners in their role as Board Members of Hyder Apartments Investment Corporation signed the unanimous consent resolution approving the application.

CONSENT AGENDA:

A. Approval of Meeting Minutes for the regular meeting in March, 2021 (Exhibit 1-A)

B. List of Disbursements for the month of March 2021. (Exhibit 1-B)

C. Occupancy Report for the month of March 2021. (Exhibit 1-C)

Vice Chair Kolb made the motion to approve the Consent Agenda. Commissioner

Weber seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared

the motion approved.

RESOLUTION NO. 4772

RESOLUTION APPROVING THE WRITE-OFF (COLLECTION LOSS) OF TENANT ACCOUNTS RECEIVABLE

Commissioner White made the motion to approve the proposed rent and damage write-offs for the month of March 2021 for Hamilton, Hyder II, Linden Way and Public Housing in the amount of $12,331.41 Commissioner Simmons seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved. (Exhibit #2, 04/20/2021)

UPDATE ON EAST CAPITOL AVENUE URBAN RENEWAL PLAN

The building at 608 East State Street has been demolished. There is no record of a deed transferring the property from Dustin Long to another party. Discussion of what action to take will be in closed session.

UPDATE ON DULLE TOWER RENOVATION

Dulle is at 86% occupancy. The one-year anniversary of the completion of renovations at Dulle was March 30. The Federal Loan Bank has reporting requirements that must be complete this month.

UPDATE ON THE HOUSING AUTHORITY OPERATION AS ADJUSTED TO DEAL WITH COVID 19

The new software that was selected did not meet our needs. We are going back to our previous system effective April 30, 2021. This will have an impact our website as the new company managed it but we are looking into options for the website.

We are considering a gradual opening of the office since residents and staff have been receiving the vaccine.

A vaccine clinic was held at the Towers and only 10 people signed up in advance. A few showed up without registration but there weren’t any spare vaccines. Another clinic is scheduled for April 27th. Since the eligibility qualifications have expanded to all adults we hope for a better response.

TRUMAN HOTEL

The City had inquiries on when the old Ramada Inn would be torn down. The taxes are current, it is properly secured and is not an immediate danger so the City cannot force demolition. The City asked if JCHA could do anything. The original discussion with Puri Group included demolishing the building but not in the first phase. Mayor Tergin reported she will see what can be done.

DULLE AND HAMILTON ELEVATORS

We have solicited sealed bids for the modernization of the elevators at the Towers twice. The first round only produced 1 bid that was too high. The consultant revised the scope and we solicited for new bids. Otis and Schindler submitted bids. The consultant’s recommendation has not been submitted yet.

Mayor Tergin thanked the Board for their service on the Capitol Avenue urban renewal and welcomed Brian to the Board of Commissioners. Councilman Lester thanked the Board for work on the Capitol Avenue urban renewal. The Commissioners welcomed Brian and he introduced himself to the Board.

NEXT MEETING: The regular meeting will be at 7:30 a.m. Tuesday May 18, 2021

Vice Chair Kolb made the motion to adjourn into Executive Session for the purpose of considering the following:

* Legal action involving the Housing Authority and confidential or privileged communication with its attorney, under Section 610.021(1) RSMO;
* Leasing, purchase or sale of real estate by the Housing Authority when public knowledge of the transaction might adversely affect the legal consideration therefore, under Section 610.021(2) RSMO;
* Hiring, firing, disciplining or promotion of particular employees when personal information about the employee is to be discussed or recorded, under Section 610.021(3)
* Welfare cases of identifiable individuals, under Section 610.021(8) RSMO.

Commissioner White seconded the motion. Upon roll call vote the motion was approved.

AYES: Kolb, Weber, White, Simmons, Mueller

NAYS: None

ABSENT None

Commissioner Simmons made the motion to adjourn the meeting. Seconded by Commissioner White. Upon unanimous favorable vote, Chairman Mueller declared the motion approved.

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Dennis Mueller, Chairman

ATTEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cynthia Quetsch, Secretary