BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

FEBRUARY 16, 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, February 16, 2021, via Zoom meeting.

ROLL CALL: On roll call, the following were in attendance: Chairman Dennis Mueller, Vice-Chairman Larry Kolb; Commissioners Bob Weber, Dian Cain and Mary Simmons. Commissioner White joined the meeting during the executive session. Also, in attendance were Cynthia Quetsch, Executive Director; Cindy Reeves, Chief Financial Officer; Michelle Wessler, Chief Housing Officer; Diana Walters, and Amy VanOvershelde 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 9-10

Kolb 12-12 8-10

White 12-12 8-10

Weber 11-12 6-7

Cain 12-12 4-4

Simmons 3-3

INFORMATIONAL ITEMS:

A. The monthly Financial Statements, Balance Sheets, and Income Statements for December 2020 were presented. Due to the software conversion the January 2021 statements are not complete.

B. The January 2021 Family Self Sufficiency program monthly report was presented.

C. Notice from the Ethics Commission about personal financial disclosure statements have been mailed. Reminder to the Commissioners to complete them and send to the Ethics Commission.

CONSENT AGENDA:

A. Approval of Meeting Minutes for regular and called meetings in January, 2021 (Exhibit 1-A)

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

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

Commissioner Weber made the motion to approve the Consent Agenda. Commissioner

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

The motion approved.

RESOLUTION NO. 4765

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

Vice Chair Kolb made the motion to approve the proposed rent and damage write-offs for the month of January 2021 for Lasalette, Hamilton and Public Housing in the amount of $8,860.00. Commissioner Simmons seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved. (Exhibit #2, 02/16/2021)

UPDATE ON EAST CAPITOL AVENUE URBAN RENEWAL PLAN

101 Jackson Street

There have been 2 inquiries in the last month.

UPDATE ON CAPITAL CITY APARTMENTS

The renovations are complete and the units are in the process of being occupied.

UPDATE ON HOUSING AUTHORITY OPERATIONS AS ADJUSTED TO DEAL WITH COVID 19

Community Health Center scheduled a COVID vaccine clinic at Herron and Hyder for tenants of those properties on February 16, 2021. The clinic was cancelled due to weather but will hopefully be rescheduled for next week.

UPDATE ON BOLIVAR AND MCCARTY DEVELOPMENT

Oakbrook Properties plans to start construction as soon as the City approves the architect’s building plans, which is believed to occur in April.

NEXT MEETING: The regular meeting will be at 7:30 a.m. Tuesday March 16, 2021.

Mayor Tergin thanked the Board for the continuous progress on The Capital Avenue Renewal Plan and for planning the vaccine clinic. The City received a grant for a walking and bicycle path on Capitol Avenue and Jackson Street. Planning for construction has begun. Councilman Lester also thanked Ms. Quetsch for planning the vaccine clinic.

The Board members congratulated Michelle Wessler on the promotion to Executive Director of the Housing Authority.

Commissioner Simmons 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 Weber seconded the motion. Upon roll call vote the motion was approved.

AYES: Kolb, Weber, Cain, Simmons, Mueller

NAYS: None

ABSENT White

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

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Dennis Mueller, Chairman

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

Cynthia Quetsch, Secretary