BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

JANUARY 19, 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, January 19, 2021, via in-person and Zoom meeting.

ROLL CALL: On roll call, the following were in attendance: Chairman Dennis Mueller, Vice-Chairman Larry Kolb; Commissioners Donna White, Bob Weber, Dian Cain and Mary Simmons. 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 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 2-2

Bryan Wekamp, a tenant of Linden Court spoke to the Board about the possibility of recycling at Linden Court. The Board took no action.

INFORMATIONAL ITEMS:

A. The monthly Financial Statements, Balance Sheets, and Income Statements for December 2020 were not available as the year end closeout is not complete.

B. The December 2020 Family Self Sufficiency program monthly report was presented.

C. JCHA received a safety and security grant from HUD to install carbon monoxide detectors in public housing units.

CONSENT AGENDA:

A. Approval of Regular Meeting Minutes for December, 2020 (Exhibit 1-A)

B. List of Disbursements for the month of December 2020. (Exhibit 1-B)

C. Occupancy Report for the month of December 2020. (Exhibit 1-C)

Commissioner White 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. 4763

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 December 2020 for Hamilton and Public Housing in the amount of $1,960.00. Commissioner Weber seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved. (Exhibit #2, 01/19/2021)

UPDATE ON EAST CAPITOL AVENUE URBAN RENEWAL PLAN

101 Jackson Street

This is the only property available at this time. A proposal has been received and will be discussed in closed session.

UPDATE ON CAPITAL CITY APARTMENTS

We are close to closing out the claim with the insurance company for the tornado damage. The settlement includes the cost of cleanup and renovations as well as loss of business income.

UPDATE ON DULLE TOWER RENOVATIONS

The grant closeout report on the grant from the Federal Home Loan Bank was filed on January 8, 2021. The building does not have full occupancy. Letters were sent to all local churches in mid-December notifying them of the available housing at Dulle and the senior buildings with hopes of getting more applicants.

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

We are looking into getting COVID vaccines on property at the senior facilities and the Towers. There are many tenants in the properties that are over 65.

The transition to the new software is proceeding slowly.

RESOLUTION NO. 4764

RESOLUTION APPROVING AN EASEMENT AT 1015 EDMONDS STREET TO CATHOLIC CHARITIES OF CENTRAL AND NORTHERN MISSOURI FOR INSTALLATION OF A NEW WATER LINE

Jim Wisch on behalf of Catholic Charities is requesting an easement to install a new domestic water line that will cross the LaSalette property. Vice Chair Kolb made a motion to approve the domestic water line easements for Catholic Charities to install new domestic water lines at no additional cost to the Housing Authority for repairs or filing the records etc. Commissioner Simmons seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved.

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

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

AYES: White, Kolb, Weber, Cain, Simmons, Mueller

NAYS: None

ABSENT None

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

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Dennis Mueller, Chairman

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

Cynthia Quetsch, Secretary