BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

JUNE 15, 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, June 15, 2021, via Zoom meeting and in person.

ROLL CALL: On roll call, the following were in attendance: Chairman Dennis Mueller, Vice-Chairman Larry Kolb; Commissioners Bob Weber, Mary Simmons, Donna White and Brian Wekamp. Also, in attendance were Michelle Wessler, Executive Director; Chera McCoy, Deputy Director; Cindy Reeves, Chief Financial Officer; Todd Miller, Legal Counsel; and Amy VanOverschelde Administrative Assistant; and Carrie Tergin, Mayor.

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 7-7 2-2

Wekamp 2-2

INFORMATIONAL ITEMS:

A. The monthly financial statements for March 2021.

B. List of Disbursements for May 2021 (Exhibit B)

C. Occupancy Report for the month of May 2021. (Exhibit C)

D. The eviction moratorium ends June 30th unless HUD or the CDC extends it again. A few of the JCHA residents have received assistance through the SAFHR program. Notices have been sent to Residents, multiple times, stressing that unpaid rent will result in termination when the moratorium ends. Residents have been encouraged to meet with their managers to make repayment agreements or contact MHDC to apply for the SAFHR program.

E. The Family Self Sufficiency Report was presented.

F. Work continues on the roofs in public housing and the tax credit properties. Some Tax Credit had to be redone due to deteriorated decking. The general contractor has scheduled the work.

G. 101 Jackson Street - the developer that looked at the property in May has scheduled another showing with his contractor.

CONSENT AGENDA:

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

Vice Chair Kolb 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. 4783

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

Commissioner Weber made the motion to approve the proposed rent and damage write-offs for the month of May 2021, for Capital City and Public Housing in the amount of $3,227.00.  Vice Chair Kolb seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved. (Exhibit #2, 06/15/2021)

UPDATE ON DULLE TOWER RENOVATION

Dulle is at 88% occupancy. Eight of the 9 vacant units are efficiencies with a history of being slow to rent. HUD previously approved merging efficiency units to make them larger 1-bedroom units. The AHP Grant agreement states we must provide 83 rental units for 15 years. Proposal would have to be recalculated if we merged units and we would have to pay back the difference and possibly not qualify for the grant. Merging units would not be cost effective at this time, we will continue to work on leasing efficiency units.

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

Plans are to re-open the office to residents on July 1st. Utility checks will continue to be mailed to decrease foot traffic and chance of exposure. We will continue to ask if they have symptoms or have been exposed, if so, they won’t be allowed to enter the building. Maintenance and inspectors will continue to ask health questions before entering units.

ACOP UPDATE

The Board approved changes to the ACOP. The changes will be posted 30 days, for tenant comments. If there are no comments the approval takes effect on the 31st day. Commissioner Simmons made a motion to approve the changes to the ACOP Plan. Commissioner White seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved.

RESOLUTION NO. 4784

A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF JEFFERSON, MISSOURI, TO REAFFIRM AND READOPT THE PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS

Adoption of this Resolution permits officials to file the short Financial Disclosure Statement form with the Missouri Ethics Commission. Commissioner Weber made the motion to approve the Resolution. Commissioner White seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved.

Mayor Tergin thanked the Board for their service on the Capitol Avenue urban renewal plan and talked about events happening in the city.

NEXT MEETING: The regular meeting will be at 7:30 a.m. Tuesday July 20, 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.

Vice Chair Kolb seconded the motion. Upon roll call vote the motion was approved.

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

NAYS: None

ABSENT None

Vice Chair Kolb congratulated Michelle on the article in the News Tribune.

Vice Chair Kolb 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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Michelle Wessler, Secretary