BOARD OF COMMISSIONERS

REGULAR BOARD MEETING

APRIL 19, 2022

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 19, 2022, via Zoom meeting and in person.

ROLL CALL: On roll call, the following were in attendance: Chairman Dennis Mueller; Vice-Chairman Larry Kolb; Commissioners Mary Simmons, Brian WeKamp, Rick Prather, and Carlos Graham. Also, in attendance were Michelle Wessler, Executive Director; Chera McCoy, Deputy Director; Todd Miller, Legal Counsel; Diana Walters, Amy VanOverschelde, Administrative Assistants; Carrie Tergin, Mayor and Mike Lester, City Councilman.

Chairman Mueller called the meeting to order.

REGULAR SPECIAL

Mueller 12-12 11-12

Kolb 10-12 10-12

Simmons 12-12 2-2

WeKamp 12-12

Prather 5-5

Graham 4-4

INFORMATIONAL ITEMS:

A. The monthly financial statements. FYE, no financials.

B. List of Disbursements for March 2022 (Exhibit B)

C. Occupancy Report as of April 1, 2022. (Exhibit C)

D. The Family Self Sufficiency Report was presented. There are 32 participants and 26 graduates. (Exhibit D)

E. **East Capitol Avenue Urban Renewal Plan**

**Phase 1**

Transformational Housing is awaiting closing.

**Phase 3**

The petition for Writ of Possession was signed and filed March 25, 2022. Several calls have come in wanting to submit proposals.

F. **Update on Housing Authority operations to deal with Covid-19 –**

The office opened to the public on April 4, 2022. Health questions and temps are being taken prior to entry in the office areas. There have been 4 reports of Covid. We continue to receive SAFHR applications and have 35 pending payments and 34 paid applications.

H. **MEC-PFD-** Reports due May 2, 2022. Current commissioners have all filed.

CONSENT AGENDA:

A. Approval of Meeting Minutes for the regular meeting in March 2022 (Exhibit 1).

Commissioner Simmons made the motion to approve the Consent Agenda. Commissioner Prather seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved.

RESOLUTION NO. 4822

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

Vice-Chairman Kolb made the motion to approve the proposed rent and damage write-offs for the month of March for LaSalette, Capital City Apartments, Hamilton Tower and Public Housing in the amount of $49,881.01. Commissioner Graham seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved. (Exhibit #2, 4/19/2022)

RESOLUTION NO. 4823

RESOLUTION AWARDING THE PEST CONTROL CONTRACT TO GUARDIAN PEST CONTROL

Commissioner Prather made the motion to approve the contract for pest control to Guardian Pest Control. Vice-Chairman Kolb seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved. (Exhibit #3, 4/19/2022)

RESOLUTION NO. 4824

RESOLUTION AWARDING THE ARCHITECTURAL AND ENGINEERING SERVICES CONTRACT TO SOA ARCHITECTURE

Commissioner Simmons made the motion to approve SOA Architecture for the Architectural and Engineering Contract. Commissioner Graham seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved. (Exhibit #4, 4/19/2022)

Mayor Tergin thanked the Board for their work on Capitol Avenue. She announced Jack Deeken as the new Councilman for 1st Ward.

Councilman Lester thanked the Board.

NEXT MEETING: The regular meeting will be at 7:30 a.m. Tuesday, May 17, 2022.

Commissioner Graham 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: Kolb, Weber, Simmons, WeKamp, Prather, Mueller

NAYS: None

ABSENT: None

Commissioner Prather made the motion to adjourn the meeting. Commissioner Simmons seconded the motion. Upon unanimous favorable vote, Chairman Mueller declared the motion approved.

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Dennis Mueller, Chairman

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

Michelle Wessler, Secretary