

BOARD OF COMMISSIONERS  
REGULAR BOARD MEETING  
JULY 17, 2018

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 July 17, 2018, in the Board Room at the Housing Authority Office, 1040 Myrtle Avenue, Jefferson City, Missouri.

ROLL CALL: On roll call the following were in attendance: Chairman Larry Vincent; Commissioners Larry Kolb, Dennis Mueller, Bob Weber, Donna White and Dian Cain. Also in attendance were Cynthia Quetsch, Executive Director; Cindy Reeves, Chief Financial Officer; Michelle Wessler Chief Housing Officer, Jack Pletz, Legal Counsel; Diana Walters, Administrative Assistant; Mayor Carrie Tergin; members of the public and 1 member of the press.

Chairman Vincent called the meeting to order.

	<u>REGULAR</u>	<u>SPECIAL</u>
Vincent	12-12	6-6
Mueller	12-12	6-6
Kolb	12-12	5-6
White	12-12	5-6
Weber	12-12	3-3
Cain	5-5	2-2

INFORMATIONAL ITEMS:

- A. The monthly Financial Statements, Balance Sheets and Income Statements for the month of June 2018.
- B. The Family Self Sufficiency program monthly report was presented.
- C. Emily Butler was recognized for her work on the Family Appreciation Day. The event was a big success with many families participating.
- D. MHAPCI Insurance had a base rate increase of 3% plus an experience adjustment in 2019.

CONSENT AGENDA:

- A. Approval of Regular Meeting Minutes for June 19, 2018 and Special Meeting on June 28, 2018(Exhibit 1-A)
- B. List of Disbursements for the month of June 2018. (Exhibit 1-B)
- C. Occupancy Report for the month of June 2018. (Exhibit 1-C)

Commissioner White made the motion to approve the Consent Agenda. Seconded by Commissioner Weber. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

#### RESOLUTION NO. 4632

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

Commissioner Mueller made the motion to approve the proposed rent and damage write-offs for the month of June for Public Housing in the amount of \$971.00. Commissioner White seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #2, 7/17/2018)

#### LINDEN COURT SECURITY SYSTEM

The Housing Authority received a safety and security grant from HUD for \$36,000.00. Proposals were solicited to provide cameras in Linden Court. We received 2 written bids but they were very different. We requested modifications to make them comparable.

Vice Chair Kolb made the motion to allow the staff to make a decision once the comparisons have been completed and it is determined which one will provide the best service. Commissioner Mueller seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #3, 7/17/2018)

#### RESOLUTION NO. 4633

#### RESOLUTION EXTENDING THE DELTA DENTAL BENEFIT POLICY THROUGH DECEMBER 2018

Delta dental has agreed to extend the contract from September through December at a 4% increase. The policy can be cancelled at any time, not just on the anniversary, with no penalty. Staff proposed approving Delta Dental's 4% increase effective September 1, 2018, going out for bids in late September for approval in October for the 2019 calendar year. If Delta provides the best value we will stay with them, if not we will go with the new provider.

Vice Chair Kolb made a motion to maintain Delta Dental with a 4% increase through December. Commissioner Weber seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #4, 7/17/2018)

#### UPDATE ON URBAN RENEWAL PLAN

The owner of 606 and 610 East State Street, and 100 Lafayette have met the requirements of their agreements. 600 East State Street interior work is not complete but the exterior work is progressing.

The Housing Authority's motion to intervene in the disbursement action for the funds relating to 103 Jackson Street was granted. The purpose of the intervention is to have all liens cleared. A status update on the condemnation suit and Ms. Buescher's attempt to set aside the award will be on July 23, 2018.

Mayor Tergin expressed her gratitude for the Boards' work on the Urban Renewal project.

#### UPDATE ON DULLE TOWER RENOVATION PROJECT

The contract was signed on July 12, 2018. The tenants have been moved out of the first stack and work began July 16, 2018.

#### APPROVAL OF THE DOROTHY PACK BUILDING USE AGREEMENT

Vice Chair Kolb made the motion to approve the parts of the use agreement permitting tenants to use the Dorothy Pack building while Boys and Girls Club is renting the facility. Commissioner White seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #7, 7/17/2018)

#### NEXT MEETING:

The regular meeting will be at 7:30 a.m. Tuesday August 21, 2018.

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 Weber seconded the motion, upon roll call vote the motion was approved.

AYES: Kolb, Mueller, White, Weber, Cain, Vincent  
NAYS: None

ABSENT      None

Following adjournment of the Executive Session, the Board reconvened in Open Session.

Commissioner Cain made the motion to adjourn the meeting. Seconded by Vice Chair Kolb. Upon unanimous favorable vote, Chairman Vincent declared the motion approved.

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Larry Vincent, Chairman

ATTEST: \_\_\_\_\_  
Cynthia Quetsch, Secretary