

BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
JUNE 19, 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 June 19, 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 and 1 member of the press.

Chairman Vincent called the meeting to order.

	<u>REGULAR</u>	<u>SPECIAL</u>
Vincent	12-12	5-5
Mueller	12-12	5-5
Kolb	11-12	4-5
White	11-12	4-5
Weber	11-11	2-2
Cain	4-4	1-1

INFORMATIONAL ITEMS:

- A. The monthly Financial Statements, Balance Sheets and Income Statements for the month of May 2018.
- B. The Family Self Sufficiency program monthly report was presented.
- C. A family appreciation day is planned for June 23rd at the Dorothy Pack Center. There will be food, games, a bounce house and prizes. Everyone is encouraged to attend as it will be a fun event to bring the community together.
- D. Food 4 Kids begins Monday June 25th and runs until school starts. The location has been moved to the Buena Vista playground area.

CONSENT AGENDA:

- A. Approval of Regular Meeting Minutes for May 15, 2018 (Exhibit 1-A)
- B. List of Disbursements for the month of May 2018. (Exhibit 1-B)
- C. Occupancy Report for the month of May 2018. (Exhibit 1-C)

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

RESOLUTION NO. 4629

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 May for LaSalette, Ken Locke I, Capital City and Public Housing in the amount of \$2,440.00. Vice Chair Kolb seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #2, 6/19/2018)

RESOLUTION NO. 4630

A RESOLUTION OF THE JEFFERSON CITY HOUSING AUTHORITY AWARDING THE CONTRACT TO MEGALLIE CONSTRUCTION FOR THE DULLE TOWER RENOVATION OF SEWER LATERALS AND KITCHENS

MegAllie was the lowest of 4 bids for the Dulle Tower renovations with a base bid of \$797,000.00. Other bids were from Probst Builders \$916,000.00, MSI \$932,600.00 and Sircal \$1,050,000.00.

Vice Chair Kolb made the motion to award MegAllie Construction the contract with a base bid of \$797,000.00. Commissioner Weber seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #3, 6/19/2018)

RESOLUTION NO. 4631

RESOLUTION ESTABLISHING A CONSTRUCTION ACCOUNT

Vice Chair Kolb made a motion to approve establishing a construction account with Hawthorne Bank as part of the AHP grant for the Dulle Tower renovation. Commissioner Mueller seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #4, 6/19/2018)

SAFETY GRANT

There was discussion on a \$36,000.00 safety grant Housing Authority received from HUD. We solicited proposals to install security cameras at Linden Court and received 2 bids. No action taken at this time, discussion deferred to the July meeting.

UPDATE ON DENTAL BENEFIT POLICY

We are currently in negotiations with Delta Dental to have our contract on a calendar year like the health insurance. It currently runs from September to August.

UPDATE ON URBAN RENEWAL PLAN

The motion to intervene was granted on 103 Jackson Street. A status update will be on July 23, 2018. We are seeking to have all liens cleared.

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

NEXT MEETING:

The regular meeting will be at 7:30 a.m. Tuesday July 17, 2018.

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

Larry Vincent, Chairman

ATTEST: _____
Cynthia Quetsch, Secretary