

BOARD OF COMMISSIONERS
BOARD MEETING
July 19, 2016

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 19, 2016, in the Board Room at the Housing Authority Office, 1040 Myrtle Avenue, Jefferson City, MO.

ROLL CALL: On roll call the following were in attendance: Chairman Larry Vincent, Dennis Mueller, Larry Kolb, and Donna White. Also in attendance were Cynthia Quetsch, Executive Director; Jack Pletz, Legal Counsel, Diana Walters and one person from the general public.

Chairman Vincent called the meeting to order.

	<u>REGULAR</u>	<u>SPECIAL</u>
Vincent	12-12	2-2
Rector	9-12	2-2
Mueller	12-12	2-2
Kolb	10-12	2-2
White	10-12	2-2

INTRODUCTIONS

Vicki Bullock discussed the history and success of the Family Self Sufficiency (FSS) program.

INFORMATIONAL ITEMS:

- A. The Monthly Financial Statements, Balance Sheets and Income Statements for June 2016 were presented.
- B. The June 2016 monthly report for Family Self-Sufficiency program was presented.
- C. Audit of Alpha Homes, Inc. (Luella Estes) No findings were made.

CONSENT AGENDA:

- A. Approval of the Regular Meeting Minutes, June 21, 2016. (Exhibit 1-A 7/19/2016)
- B. List of Disbursements for the month of June 2016. (Exhibit #1B, 7/19/2016)
- C. Occupancy Report for the month of June 2016. (Exhibit #1C, 7/19/2016)

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

RESOLUTION NO. 4550

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

See attached Resolution

Commissioner Mueller made the motion to approve the proposed rent and damage write-offs for the month of June for Hamilton Tower, Ken Locke I and Public Housing in the amount of \$5,311.00. Commissioner Kolb seconded the motion. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #2, 7/19/2016)

RESOLUTION NO. 4551

A RESOLUTION APPROVING THE ROOFING CONTRACT

See attached Resolution

Ms. Quetsch stated that 1 bid was received for the roofing contract. The contract covers replacing the roofs on 12 buildings.

Commissioner White made the motion to approve the roofing contract. Seconded by Commissioner Mueller. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #3, 7/19/2016) The contract was awarded to Franklin County Construction.

RESOLUTION NO. 4552

RESOLUTION APPROVING DENTAL PLAN

See attached Resolution

Ms. Quetsch presented the two quotes for dental coverage of employees and dependents. Ms. Quetsch recommends the bid which has no reduction in benefits for employees. The lower bid provided less benefits.

Commissioner Mueller made the motion to approve the Resolution, seconded by Commissioner Kolb. Upon unanimous favorable vote, Chairman Vincent declared the motion approved. (Exhibit #4, 7/19/2016) The contract was awarded to The Standard Insurance Company.

Next Meeting: 7:30 a.m., August 16, 2016.

Commissioner 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 Mueller seconded the motion, upon roll call vote the motion was approved.

AYES:	Kolb, Mueller, White, Vincent
NAYS:	None
ABSENT	Rector

Following adjournment of the executive session, the Board reconvened in open session.

Commissioner Kolb made the motion to adjourn the meeting, seconded by Commissioner White. Upon unanimous favorable vote, the motion was approved.

Larry Vincent, Chairman

ATTEST: _____
Cynthia Quetsch, Secretary