

**SHELBY METROPOLITAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING**

February 22, 2021

1. Roll Call.

Chairman James Frye called the meeting to order. Present upon roll call were Chairman Frye, Vice-Chair Jan Geuy, Frank Mariano and Dmitri Williams. Quorum was noted. Director Judy Wells and Finance Director Nancy Spence were also present. The regular scheduled meeting was called to order at 12:11 p.m.

2. Executive Session.

Chairman Frye requested an executive session. **Vice-Chair Geuy made the motion followed by Frank Mariano. Vote was unanimous.** Executive session began at 12:12 p.m. to discuss personnel. **Dmitri Williams made the motion to exit executive session. Vice-Chair Geuy seconded. Vote was unanimous.** Board returned to regular session at 12:36 p.m.

3. Approval of December Board Meeting Minutes.

Chairman Frye acknowledged no meeting was held in January due to lack of quorum. He asked for questions or concerns with December meeting minutes. None heard. **Frank Mariano made the motion to accept the minutes. Dmitri Williams seconded. Vote was unanimous. Motion carried.**

3. Approval of December and January Financial Reports.

Dmitri Williams made the motion. Frank Mariano seconded. Vote was unanimous. Motion carried.

4. December Director's Report.

Director Wells reported 131 Section 8 applications on file, 11 vouchers issued, 218 families receiving Section 8 assistance, no VASH vouchers issued, nine VASH families receiving assistance, no VASH move-out, 52 Public Housing applications on file, 174 public housing families receiving assistance, 89% public housing tenants' rents paid, no evictions served, one family moved out and four families moved in. Judy stated leasing VASH vouchers is a struggle due to lack of Dayton MHA's assistance and referrals therefore, she will call Dayton MHA and possibly Cleveland HUD to eliminate our VASH program because it is hurting our lease-up. Judy reported Gillespie Construction was hired to rehab our fire/smoked damaged unit. She said Crale Builders and D&S Construction did not submit a quote. Judy said evictions may occur effective March 31st.

5. Section 8 Housing Choice Voucher Spreadsheet.

Director Wells reported average HAP is \$320.

6. Old Business.

Complex/Maintenance Update: Director Wells said boilers need replaced at Jackson Towers and will ask for quotes from Slagle Mechanical, Area Energy & Electric and Regal. She said with newer technology and efficiency Jackson Towers can operate with two or three new boilers and we will not have to replace the current five boilers. She stated funding will be from our Capital Fund program and not operations subsidy. Chairman Frye suggested asking Eck Refrigeration for a quote as well. Judy said trash debris remains an issue as tenants either do not load the dumpsters correctly and trash is strewn over the complex or they set furniture or bags on the ground in front of the dumpsters. She said Rumpke will not empty blocked dumpsters nor will they empty them if snow is blocking the dumpster. She said finding an area to push snow is difficult since a lot of tenants do not work and move their cars so the lots can be cleaned. Judy reported new carpet and new lighting in hallways and elevators are completed at Jackson Towers. Judy informed board members of an issue with a Jackson Towers' resident and his "guest" that is not supposed to be on the complex. Judy wants to serve him an eviction. Chairman Frye asked Judy to file on the "guest" and he will see that she is

served to not trespass. Judy said she has had ongoing issues with this tenant since he moved in. She reported another incident of a Jackson Towers' resident that might have been under the influence of something and was being disruptive so the police were called and he was transported.

Bids for Patio Doors: Director Wells said she will ask Gillespie Construction to submit a quote.

COVID-19: Director Wells stated our lobby remains closed and if board would like us to open the lobby to the public yet. She said we continue to serve our clients via the kitchen door slot and clients call ahead. Chairman Frye suggested keeping the lobby closed as we are providing the same service. Judy said she is performing housing inspections and before entry into a unit will ask if any symptoms, etc. and wears a mask.

Commissioner Vacancy: Director Wells stated Amy Klingler will be the appointed at the next meeting.

7. New Business.

Uncollectibles: Board received a copy of our public housing tenants' balances composed of rent and maintenance rehab charges owed. Board reviewed the list. **Chairman Frye asked for a motion to approve the write-offs in the amount of \$28,76.67. Vice-Chair Geuy made the motion followed by Dmitri Williams. Vote was unanimous. Motion carried.**

Other New Business: Judy stated she needs a letter from Shelby MHA board to appoint her to continue to serve on Bridges. There was no other new business.

8. Adjournment.

Chairman Frye made the motion to adjourn. Vice-Chair Geuy seconded. All ayes. Motion carried. Meeting adjourned at 1:17 p.m.

Submitted by Financial Director Nancy Spence