

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

**October 16, 2023**

**1. Roll Call.**

Chairman James Frye called the meeting to order. Present upon roll call were Chairman James Frye, Vice-Chair Jan Geuy, Board members Frank Mariano and Amy Klingler. Chairman Frye called for a motion to excuse Dmitri Williams from the meeting due to contracting Covid 19. Frank Mariano made the motion, seconded by Vice-Chair Jan Geuy, all ayes heard, motion carried. Executive Director Judith Wells, Assistant Director Laura Werner and Finance Director Beth Marchal were also present. The regular scheduled meeting was called to order at 12:06 p.m.

Visitor Evelyn Smith, requests to speak. Chairman Frye agreed to give her 10 minutes to address the board. Evelyn Smith introduced herself and stated that she would like to observe the meeting. Evelyn stated that she was in a car accident in 2020 and she wasn't sure if the board was aware that Judith Wells was indicted with a felony due to the accident. She stated that she wanted to give all the members respect for being on the board she knows they don't get paid. She was looking over the October 2020 board meeting minutes that were posted on the website. They stated that computers/old hardware had been disposed of. She wants this accounted for, the old hardware could have implicated Judy Wells. Chairman Frye stated that they cannot discuss pending litigation. Evelyn asked if Wells informed the board about the accident? Was a company car involved? Chairman Frye again stated that they cannot discuss pending litigation. Evelyn Smith stated that she hoped none of us get into trouble for what Judy has done and evidence she has against Judy Wells. People are covering for her and fraudulent stuff is going on and she would hate to see others get into trouble for her. After voicing her concerns Evelyn asked to leave the meeting.

Frank Mariano motioned to go into executive session to discuss personnel at 12:16 p.m., Jan Geuy seconded. All ayes heard. Motion carried. Meeting back into regular session at 12:24 p.m. Chairman Frye stated that no action had been taken.

**2. Approval of September Board Meeting Minutes.**

Chairman Frye asked for questions or concerns regarding September minutes. No concerns voiced. Vice-chairman Jan Geuy made a motion to approve the minutes. Amy Klingler seconded. All ayes heard. Motion carried.

**3. Approval of September Financial Report.**

Wells stated that Medical Mutual has increased some this year. Chairman Frye asked if anyone had any questions or concerns with the September financial report. None voiced; Chairman Frye called for a motion to approve the financial report. Frank Mariano made motion to approve, Amy Klingler Seconded, all ayes heard. Motion carried.

#### **4. Directors Report**

Director Wells reviewed the report that the board received. Section 8 is leased up. 178 applicants on the waiting list with 4 vouchers given to families. Amy Klingler stated that the applications seem high. Beth Marchal informed that Diana (Application Specialist) has conducted the purge of the waiting list in October, and the number of applications will likely decrease. The purge of the waiting list is done once a year. This is to see if applicants are still interested in receiving assistance. Public Housing is also leased up. There will be a few drops coming next month. There are 76 applications on the waiting list, rents are paid at 94%.

#### **5. Section 8 HCV Spreadsheet**

Beth Marchal reviewed the spreadsheet with the board members. She covered September data. We had 5 drops and rents are at \$89,475.00. This amount is currently over the funded amount. Section 8 will be issuing vouchers and hopefully helping some new families. Director Wells stated we have reserves that are held by HUD that can be used if needed.

#### **Old Business**

##### **A. Complex/Maintenance Update**

Director Wells informed that needles were found on the grounds and we continue to battle the drug problem. The play ground has been updated with new railroad ties. Wells stated that she looked into having the dryer vents cleaned out by an outside company but at \$175.00 a dryer vent, decided that our own maintenance department will have to handle it.

##### **B. Elevator Modernization Update**

Wells informed that the elevator update is on schedule and we haven't had any problems.

##### **C. REAC Inspection**

Director Wells reported repairs are being completed, the cement work will be starting soon and A1 leveling should be ready to begin in November. The paint on sprinkler heads still remains to be completed. She will be updating the recovery action plan from the Real Estate Assessment center (REAC) inspection and submitting to HUD.

##### **D. Personnel**

Director Wells stated that she will be sending Ron Thurber to a National Standards for the Physical Inspections of Real Estate (NSPIRE) training. HUD is extending the implementation date for NSPIRE to October 1, 2024 if requested. She has made this request. This will give us time for employees to be trained and familiar with the new standards.

**E. 2022 Audit**

Wells explained that the Housing Authority audit has been filed and accepted. It will be on their website for 90 days to look it over. There were a couple of recommendations which we have implemented and no findings.

**6. New Business.**

- A. Director Wells informed the board that she is having the Public Housing Admissions and Continued Occupancy policy and the Section 8 Administrative policy updated and will include the housing opportunity through modernization act (HOTMA) and the new NSPIRE guidelines.
- B. Wells stated the 2000 Dodge truck that we use to plow the snow is no longer drivable. She is looking into a replacement or to maybe contract the work out whichever is most economical at this time.

**7. Adjournment.**

Chairman Frye asked for a motion to adjourn. Amy Klinger moved to adjourn. Frank Mariano seconded. All ayes heard. Motion carried. Meeting adjourned at 12:43 p.m.

Submitted by Laura Werner, Assistant Director