

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

November 13, 2023

1. Roll Call.

Vice-Chairman Jan Geuy called the meeting to order. Present upon roll call were Vice-Chair Jan Geuy, Board members Frank Mariano and Dmitri Williams. Chairman James Frye and board member Amy Klingler were absent. Quorum was noted. 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 12:11 p.m.

2. Approval of October Board Meeting Minutes.

Vice-Chairman Geuy asked if all had read the minutes from last meeting and for questions or concerns regarding October minutes. No concerns voiced. Frank Mariano made a motion to approve the minutes. Dmitri Williams seconded. All ayes heard. Motion carried.

3. Approval of October Financial Report.

Vice-Chairman Geuy asked for questions or concerns with the October financial report. Frank Mariano asked about the \$20,000 paid to the city of Sidney. Beth explained payment is for water and is paid every three months. Dmitri Williams asked what the company Perry Pro Tech does. Beth explained that they are a computer company. They supply computer support and our email is through them. This is a monthly fee. No other questions voiced; Vice-Chairman Geuy called for a motion to approve the financial report. Dmitri made motion to approve, Jan Geuy Seconded, all ayes heard. Motion carried.

4. Directors Report

Director Wells reviewed the report that the board received. Section 8 applications at 167. Housing Assistance Payments (HAP) is at 220 with 17 vouchers looking. Public Housing currently has 79 on waiting list, 2 vacancies in October and 2 Evictions. Wells calls for any questions. Frank Mariano asked what the difference is between HUD and Section 8. Director Wells explained that Section 8 is a program under HUD. HUD stands for Housing and Urban Development and there are several different Programs under HUD. No further questions voiced.

5. Section 8 HCV Spreadsheet

Beth Marchal reviewed the spreadsheet that the board members received. She covered October data. We have a total of 235 vouchers and are currently at 230. This leaves 5 open vouchers with 2 of those being VASH. Rents are at \$90,919.00 and we have 17 vouchers out looking. Director Wells explains that historically around a third of seeking vouchers actually find suitable units.

Old Business

A. Complex/Maintenance Update

Director Wells states that there was a drug bust at 1129 Hilltop Avenue, Apt. C, Sidney, OH 45365. We were aware of the problem and were cooperating with the Police Department, we did not know when it was going to happen. There were 10 people taken from the unit along with drugs, paraphernalia and 2 hand guns. We will continue to work on the drug problem with the City of Sidney Police Department and Shelby County Sheriff's office. Dmitri asked how long had those people been in the unit. Wells stated that it is hard to know for sure, could have been weeks to months. Some could have been coming and going. The maintenance department is getting the projects cleaned up and ready for winter. Wells stated that she received an email from HUD concerning apartment 1129 Hilltop Avenue, Apartment B, inquiring why the unit has been vacant for so long. Wells plans to respond today with a statement about the condition the unit was left in and the date the unit was rented.

B. Elevator Modernization Update

Wells informed that the elevator update is on schedule and should start at end of the month. They will do one elevator at a time she is not sure which one they intend to start with.

C. REAC Inspection

Director Wells reported repairs are being completed, the cement work is under way and should be completed soon. The paint on sprinkler heads is the only remaining repair. She will be updating the recovery action plan from the Real Estate Assessment Center (REAC) inspection and submitting to HUD.

D. Personnel

Director Wells states we are still in need of 2 maintenance employees. Vice-Chair Geuy asked if we were going with Indeed for applicants. Wells explained that we have been talking about it. Wells inquires if anyone knows of anybody to let her know.

6. New Business.

A. 2024 Proposed Budget (Resolution 2023-03)

Director Wells states that Beth Marchal and herself have been working on the budget and it needs to be approved. Please ask any questions you may have. Beth explains that the right side is 2023 budget and the left side is 2024 budget. Training budget has increased due to HUD changes including Housing Opportunity through Modernization Act (HOTMA) and National Standards for Physical Inspection of Real Estate (NSPIRE) the staff will need more training. There is also an increase for the state audit. The Budget was also increased for another Maintenance employee. The Postage has increased. The employee insurance benefit has also increased. Among these changes, in 2024 Employees will start paying 5% of their insurance premiums to help offset the extra costs.

7. Adjournment.

Vice-Chairman Geuy asked for a motion to adjourn. Dmitri moved to adjourn. Jan Guey seconded. All ayes heard. Motion carried. Meeting adjourned at 12:41 p.m.

Submitted by Laura Werner, Assistant Director