

SHELBY METROPOLITAN HOUSING AUTHORITY
706 N. Wagner Avenue, Sidney, OH 45365
BOARD OF COMMISSIONERS MEETING

April 19, 2021

1. Roll Call.

Chairman James Frye called the meeting to order. Present upon roll call were Chairman Frye, Vice-Chair Jan Geuy, and Frank Mariano. Dmitri Williams was excused. Quorum was noted. Director Judy Wells, Finance Director Nancy Spence and City of Sidney's appointed SMHA board member Amy Klingler was also present. The regular scheduled meeting was called to order at 12:13 p.m.

2. Oath of Officer.

Chairman Frye introduced Amy Klinger and read her oath. She accepted and board welcomed her.

3. Approval of March Board Meeting Minutes.

Chairman Frye asked for questions. None heard. **Frank Mariano made the motion to accept the minutes. Jan Geuy seconded. Vote was unanimous. Motion carried.**

3. Approval of February and March Financial Report.

Chairman Frye acknowledged February board meeting minutes was tabled for clarification. Nancy said a payment was voided because it was issued to the wrong vendor. Both months for approval was requested. **Jan Geuy made the motion. Frank Mariano seconded. All ayes heard. Motion carried.**

4. April Director's Report.

Director Wells reported 123 Section 8 applications on file, 10 vouchers issued, 220 families receiving Section 8 assistance, no VASH vouchers issued, eight VASH families receiving assistance, no VASH move-out, 59 Public Housing applications on file, 169 public housing families receiving assistance, 84% public housing tenants' rents paid, one eviction served, four families moved out and two families moved in. Judy reported Gillespie Construction will complete 836 Park Apt C soon and the previous tenant will likely move back in provided she maintains proper housekeeping; 1125 Hilltop Apt B is being rehabbed and 1209 Hilltop Apt A was left in horrible state therefore will consult with our insurance adjuster. In closure, Judy stated three recent deaths at Jackson Towers.

5. Section 8 Housing Choice Voucher Spreadsheet.

Director Wells reported average HAP is \$331.

6. Old Business.

Complex/Maintenance Update: Director Wells repeated 1209 Unit A was damaged to the extent that she will file a claim via insurance. She said its an ongoing struggle to keep up with work orders and preventive maintenance with only one maintenance employee so may consider hiring another one. She added savings is apparent using Rumpke versus Waste Management but tenants continually throw trash on top of the dumpster instead of lifting the lid and/or outsiders are abusing them.

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

COVID-19: Director Wells stated a Jackson Towers' resident has requested the lobby and community room be open and for shopping carts to be available again. Judy explained the carts were never a provided amenity and will not furnish one. Chairman Frye asked Judy what she wants to do and she said if areas are opened then staff will need to wipe down, however, she would first like a counter built at the main office to service clients via the reception window and allow one person at a time in the main office lobby, not place furniture back at Jackson Towers' lobby to prevent too much socializing and to keep the community rooms closed for now. She asked if Board will support her

decision and board mutually agreed. Judy said a system to buzz an arrival notification may be considered at the main office. She stated the drop boxes are working great for rent collection. She said a pet stain was found on the newly installed carpet on third floor at Jackson Towers and will view tapes to find tenant to be charged.

7. New Business.

Capital Fund Program (CFP) Work Items:

Director Wells said ChillTex, Regal Plumbing and Eck Refrigeration are interested in quoting boiler replacement and she is scheduled to meet with each. Chairman Frye asked how many are in place and she said currently five but may only need three installed since claimed to be more efficient. Judy said project-wide landscaping is a CFP work item that will be quoted and include removal of pine trees, various overgrown shrubs, trim trees, sew new grass seed and weed and feed yards.

Public Housing Program Work Items:

Director Wells said two quotes for pest control have been received and would like one more. She said Lawn Wizard was the only company to submit a quote and in past have done a good job. She said high school kids were employed before and the prisoner work program was an option. She hopes to receive more quotes.

Other new business:

Director Wells said the Sidney Fire Department inspected Jackson Towers and failed two areas: FAX line was not connected to surge protector and some ceiling tiles need to be replaced. They will return in 30 days to review corrections. Judy reported a tenant at Mount Vernon thinks she has demons and ghosts in her unit. Judy said an evangelist asked to speak thru a blowhorn at Hilltop Manor. After little discussion, Board mutually will not permit this activity. Judy said OHAC is offering a virtual training.

8. Adjournment.

Chairman Frye asked for a motion to adjourn. Frank Mariano obliged. Vice-Chair Geuy seconded. All ayes. Motion carried. Meeting adjourned at 1:01 p.m.

Submitted by Financial Director Nancy Spence