

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

July 21, 2025

1. Roll Call.

Chairman James Frye called the meeting to order. Present upon roll call were Chairman James Frye, board members Frank Mariano, Amy Klingler and Kelli Ward. Vice Chairman Dmitri Williams was excused. Quorum was noted. Executive Director Laura Werner and Beth Marchal Finance Director were also present. The regular scheduled meeting was called to order at 12:09 p.m.

2. Approval of June 2025 Board Meeting Minutes.

No concerns voiced. Kelli Ward made a motion to approve the minutes. Amy Klingler seconded. All ayes heard. Motion carried.

3. Approval of June 2025 Financial Report.

No questions or concerns. Amy Klingler made a motion to approve the Financial Report. Kelli Ward seconded the motion. All ayes heard. Motion carried.

4. Directors Report

Director Werner reviewed the report that board members received. There are 124 Section 8 applications on the waiting list. 10 vouchers given to families. 223 receiving Housing Assistance Payments. VASH is at 10 for a total of 233 vouchers and spending \$97,269.00. Public Housing had four vacancies; however, 3 have been rented since the report was done. 55 Public Housing applications on file and 97% of rents in June were paid.

5. Old Business

A. Complex/Maintenance Update

Director Werner stated Jeff Baker is doing most rehabs while the Maintenance Department is getting caught up on work orders. Once work orders are caught up, maintenance should be able to resume doing rehabs.

We finally acquired the tags for the new F250 truck. Joe has started driving it today. We are waiting to get on the schedule with PSG for the decal and side steps.

A letter was received from the Health Department in relation to 1209 Hilltop Ave. #A for mold and a leak in the bathroom. Director Werner explained a year or so ago, this tenant was called in because during an inspection of the unit there were damages and multiple large holes in walls. The tenant was advised this was unacceptable and paid for damages. Now there is damage to the unit again which has caused an extensive leak and mold issues that we were unaware of prior to receiving the letter. The tenant has been given 30-day notice to vacate the premises. The Health Department has given us 30 days to have the repairs complete. Director Werner has spoken with the tenant and received an apology but advised the tenant if the unit is not vacant when the 30 days are up, she will file with the courts to proceed with the eviction.

B. New Hire Update

Corey has been hired as a Maintenance employee. Since being hired, he has adapted to the role and is performing well.

6. New Business.

A. Public Housing Maintenance Charges

Director Werner passed out the proposed changes to the Maintenance Charges for Public Housing and explained the charges have not been updated for at least 15 years. After a brief discussion of the proposed changes, Frank Mariano made a motion to approve Resolution 2025-02. Amy Klingler seconded. All in favor. Motion carried.

7. Adjournment.

Frank Mariano moved to adjourn. Amy Klingler seconded. All in favor. Motion carried. Meeting adjourned at 12:26 p.m.

Submitted by Beth Marchal, Finance Director