

HOUSING AUTHORITY MINUTES NOVEMBER 12, 2018

The Board meeting of the Housing Authority of the City of Clay Center was held November 13, 2018 at 4:00 P.M. in the board room. The following Board Members were present: Schwenson, Girton, Wingerd, and White. Member Spielman was absent. Also in attendance were Mike Swaim, Jr., Maintenance Supervisor, Jim Beck, Chairman of the Clay County Senior Task Force, and Karen Mayse, Supervisor of Senior Opportunities & Community Services for the North Central Flint Hills Area Agency on Aging. Member Wingerd moved and Member White seconded the motion to approve the minutes from the October 8, 2018 Board Meeting. Motion carried.

HOUSING AUTHORITY:

Member Wingerd moved and Member White seconded the motion to pay the bills for the Housing Authority covering Check No. 23787 through and including Check No. 23797. The total of the vouchers was \$50,392.51. Motion carried.

The October 2018 financial reports including the Balance Sheet, Profit & Loss actual vs budget, deposits, rent rolls, credit card transactions, journal entries, and payroll breakdown were presented to the Board.

Jim Beck, along with Karen Mayse presented their request for the Housing Authority to install and maintain air conditioning for the Meals on Wheels kitchen located in Parkview Plaza. They claimed that air conditioning would reduce our current utility use by eliminating the fans used in the hot months, reduce staff turnover, and that other communities in their region provided it for their kitchens. Karen pointed out that they did not have the financial resources and that Riley County had recently completely renovated their kitchen in Manhattan.

John Kaul pointed out that the Housing Authority does not have the financial resources to install and maintain the air conditioning and to cover the additional utilities cost. He shared highlights of the current lease agreement with the Area Agency on Aging, pointing out that the lease makes the housing authority responsible for costs that are unique to the meals operation. He shared the Housing Authority Mission Statement that is focused on developing and maintaining multi-family housing for very low, low, and moderate income households in Clay Center, Kansas. He further stressed that the housing authority should have never been made responsible for capital and operating costs of the Area Agency on Aging's operations. This responsibility, as in Riley County, should come from the local government.

Mike Swaim, Jr. added that to install air conditioning would require a complete upgrade of the current electrical service as the kitchen has now used all of the current available electrical service. It would also require maintenance to the roof. The cost would be somewhere around \$15,000 to \$20,000. That does not include the additional operating costs to maintain the unit and the increased utilities. He also pointed out that when the exhaust fans were installed in the early 1990's they reduced the temperature by approximately 20 degrees. We also recently discovered that the heat exchanger that was installed by Carlson Heating and Air in May, 2016 at a cost of \$7,640.91. We also made improvements to the counter and shelving in the northwest corner of the kitchen in 2016 and purchased two freezers for a total cost of \$1,419.89 that year.

Jim and Karen rebutted that the air conditioning still needed to be done but gave no indication of where the funds might come from to pay for the costs. John then rebutted that while he certainly understood their partnership with the senior programs and agreed that

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their services were important, it was all about money. It is not the Housing Authority's operation so why should the housing authority be paying for it when we have limited financial resources. He further pointed out that the only reason this housing authority has done so well financially over the past 10 years is because we have worked hard to find ways to bring in financial resources to address our capital and operational needs. It is not our responsibility, however, to do this for Friendship Meals. It is the responsibility of the local government. The local government needs to decide whether this is in their priorities. If this still does not satisfy Friendship Meals then the lease agreement allows for them to give us 30-days notice and leave. They should find another facility that is willing to provide and pay for what they want. While it is ultimately the right of the Board of Commissioners to decide to proceed with this request, as their Chief Financial Officer, John cannot support it.

Brad and Bruce then went with John and Mike to look at the Meals on Wheels kitchen and when they returned, the Board decided that since Jim Beck did not give any financial plan to address the issue, the issue was closed and the Board did not act upon the request.

John Kaul gave the Executive Director's Report.

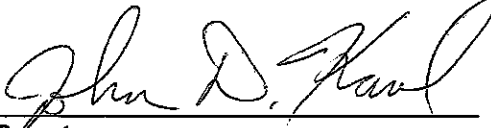
TOLIN TERRACE

Member White moved and Member Wingerd seconded the motion to pay the bills for the Tolin Terrace covering Check No. 5422 through and including Check No. 5433. The total of the vouchers was \$11,610.29. Motion carried.

The October 2018 financial reports including the Balance Sheet, Profit & Loss actual vs budget, credit card transactions, deposits, and rents were presented to the Board.

GENERAL:

As there was no further business, Member Girton moved and Member Wingerd seconded the motion that the meeting be adjourned. Motion carried.


Secretary


Vice Chairman

