

**THE MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE
CITY OF ALEXANDER CITY, ALABAMA
HELD ON March 23, 2021**

The Board of Commissioners of the Housing Authority of the City of Alexander City, Alabama met for their Regular Meeting on March 23, 2021 at 10:00 a.m. in-person and via ZOOM teleconference. *

* A Proclamation issued by Governor Ivey on 3/18/2020 permits the Board to hold its meeting by means of telephone conference, electronic, and/or in person according to the specifications in the Proclamation; a supplemental Proclamation was issued by the Governor on 4/2/2020 regarding public meetings, a copy of both Proclamations will be a part of the minutes of this Board meeting.

Due to the significant increase in COVID cases in our area, in public housing, and the closure of our offices to the public, this hybrid Board Meeting was held in-person and via ZOOM.

1. Call To Order

Chairman Skipper Worthy called the meeting to order at 10:03 a.m.

2. Roll Call and Establishment of a Quorum

Present: Skipper Worthy, Chairman
Darrell Armour, Vice-Chairman
Mark Tuggle, Commissioner
John Nolen, Commissioner (*via Zoom*)
Frances Bowers, Resident Commissioner (*via ZOOM*)

Absent: None

A quorum was declared present. Secretary/Treasurer, Donna K. Gabel and Deputy Director, Darold Sterling were also present.

3. Approval of Agenda

Chairman Worthy requested a motion to approve the agenda. A motion was made by Commissioner Armour and seconded by Commissioner Tuggle to approve the agenda. Motion carried and passed without exception.

4. Approval of the 1/26/2021 Annual Meeting Minutes

Chairman Worthy requested approval of 9/22/2020 meeting minutes. A motion was made by Commissioner Bowers and seconded by Commissioner Tuggle to approve the minutes as written. Motion carried and passed without exception.

5. Approval of the 12/15/2020 Meeting Minutes

Vice-Chairman Armour requested approval of 12/15/2020 meeting minutes. A motion was made by Commissioner Armour and seconded by Commissioner Tuggle to approve the minutes as written. Motion carried and passed without exception. Commissioners Nolen and Worthy were not in attendance at the 12/15/2020 meeting and did not vote.

6. Communications, Recognitions, and/or Hearing of Delegations

None

7. Reports

Housing and maintenance resources reports were reviewed and are a part of these minutes. The February 2021 financial reports for all cost centers were reviewed. The agency is in good financial condition and all programs reflect a profit year-to-date. An overview of the capital fund projects was provided, as well as the

final CY2020 HUD operating subsidy proration percentages and the subsidy proration for the first four months of 2021. HCV Administrative and HAP funding for 2021 were discussed. A detailed report is included in these minutes.

8. Deputy Director Report

Mr. Sterling reviewed his report, which is a part of these minutes.

9. Executive Director Report

Mrs. Gabel reviewed her report, which is a part of these minutes.

10. Old Business

- 1) Continuance of Hazard Pay – Mrs. Gabel shared that we have paid \$29,452 in hazard pay since March 2020 and asked the Board if they wanted to continue with the additional hazard pay or change it. COVID cases in housing, in our county, and statewide are decreasing and the number of individuals receiving the vaccinations are rising. The Commissioners decided not to take any action at this meeting and to review it at the May 2021 meeting following the ending of the Governor’s mask mandate 4/9/21.
- 2) COVID Paid Leave – Since March 2020, we have had a combined 660 days of COVID-related leave – positive employees, quarantine due to exposure while at work, employees having to stay home due to school closures or their children being placed in quarantine from school due to exposure. Total value of this leave is over \$133,000. At the Board’s approval last March 2020, employees have not been charged leave from their accrued sick, annual, personal, or PTO banks. She requested the Board provide guidance going forward. No action was taken at this meeting, but this topic will be added to the May 2021 meeting agenda.

11. New Business

- 1) Resolution No. 803 – Approving Charge Offs of Certain Accounts Receivable
Mrs. Gabel presented Resolution No. 803 to charge off certain ACHA tenant accounts receivable as of March 23, 2021 totaling \$5,397.95. Explanations were provided. Chairman Worthy requested a motion to approve Resolution No. 803. A motion was made by Commissioner Tuggle and seconded by Commissioner Armour. Motion carried and the resolution passed without exception.
- 2) Disclosures of New and/or Contract Extensions – Mrs. Gabel presented a listing of amended contracts and contract extensions and requested the Board disclose any financial or familial affiliation. No disclosures were made.

12. Executive Session

Mrs. Gabel requested the Board enter Executive Session for the purpose of discussing Salaries/Compensation and Formal Complaint or Charges Against a Legal Entity. Chairman requested a motion to enter into Executive Session for the purposes stated above. A motion was made by Commissioner Tuggle and seconded by Commissioner Armour. Motion carried and passed without exception. Executive Session was entered into at 11:27 a.m.

At 11:55 a.m., Chairman Worthy requested a motion to exit Executive Session. A motion was made by Commissioner Armour and seconded by Commissioner Tuggle. Motion carried and passed without exception. The Executive Session ended and the regular board meeting resumed.

13. Approval for the Executive Director to Act on Items Discussed in Executive Session

Chairman Worthy requested a motion to approve the Executive Director to act on the items discussed in Executive Session, which include changes to the COCC budget that will be included in the next budget revision.

14. Training Opportunities

Mrs. Gabel shared the dates of the AAHRA Annual Meeting 8/16-18/2021 in Sandestin, FL. More details forthcoming on training to be provided.

15. Approval to Pay Expenses of the Meeting

Chairman Worthy requested a motion to approve paying the expenses of the meeting. A motion was made by Commissioner Tuggle and seconded by Commissioner Armour to approve paying the expenses of the meeting. Motion carried and passed without exception.

16. Next Meeting – May 25, 2021

17. Adjourn

There being no further business, Chairman Worthy requested a motion to adjourn the meeting. A motion was made by Commissioner Tuggle and seconded by Commissioner Armour. Motion carried and passed without exception. The meeting adjourned at 11:55 a.m.

Donna K. Gabel
Secretary/Treasurer

Darrell Armour
Vice-Chairman