

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
FOR THE HOUSING AUTHORITY OF THE CITY OF PEKIN

The Board of Commissioners for the Housing Authority of the City of Pekin met on Tuesday July 14, 2020, at the Housing Authority's Community Center at 201 Park Ridge Ln in Pekin, Illinois. The meeting was called to order at 4:30 P.M. by Chairman Karl Jordan with roll call taken and those present as follows:

PRESENT: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

ABSENT: None

ALSO PRESENT: Dennis Green Executive Director-in office, Attorney Scott Kriegsman

The Board meeting was held at the Park Ridge Estates Community Center to allow for social distancing due to the COVID-19 Pandemic.

Chairman Karl Jordan requested the approval of the minutes of the June 9, 2020 regular Meeting.

MOTION: By Commissioner Dave Volz, Second by Commissioner Ann Trumpy, to approve the minutes, of the June 9, 2020 regular Meeting.

Roll call vote as follows:

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

Chairman Karl Jordan then requested the approval of the minutes of the June 9, 2020 closed session minutes.

MOTION: By Commissioner Sharron Church, Second by Commissioner Mary Beth Roffman, to approve the minutes, of the June 9, 2020 closed session minutes.

Roll call vote as follows:

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

The Chairman next called for a motion to approve the bills for payment for the Public Housing program in the amount of \$79,747.65, as amended.

MOTION: By: Commissioner Ann Trumpy, Second by Commissioner Sharron Church to approve the bills for payment for the public housing program in the amount of \$79,747.65, as amended.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

The Chairman next requested a motion to approve the bills for payment for the Green Valley Apartments in the amount of \$3,369.73.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Sharron Church to approve the bills for payment for the Green Valley Apartments in the amount of \$3,369.73.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

The Chairman next requested a motion to approve the bills for payment for the Meadow View

Apartments in the amount of \$2,967.31

MOTION: By Commissioner Dave Volz, Second by Commissioner Ann Trumpy to approve the bills for payment for the Meadowview Apartments in the amount of \$2,967.31.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

A motion was then requested to approve the Mackinaw Apartments bills for payment in the amount of \$3,171.73.

MOTION: By Commissioner Dave Volz, Second by Commissioner Ann Trumpy to approve the bills for payment for the Mackinaw Apartments in the amount of \$3,171.73.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

A motion was then requested to approve the Delavan Apartments bills for payment in the amount of \$6,174.48, as amended.

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Ann Trumpy to approve the bills for payment for the Delavan Apartments in the amount of **\$6,174.48**, as amended

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

Chairman Karl Jordan then requested a motion to review and file the May Financial Statements for the Delavan Apartments and the April Financial Statements for Public Housing, Green Valley, Meadowview and Mackinaw Apartments.

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Ann Trumpy to review and file the May Financial Statements for the Delavan Apartments and the April Financial Statements for Public Housing, Green Valley, Meadowview and Mackinaw Apartments

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

Public Presentation:

No One Present

Commissioners Training:

None

Old Business:

A. Election of Officers- Held over from April Meeting

Due to the COVID-19 and social distancing the Board of Commissioner elected to forgo the Election of Officers at the Annual Meeting normally held in April, until such time that they could gather together in person. Executive Director Dennis Green opened the floor to accept nominations for Chairman of the Board. Commissioner Mary Beth Roffman nominated Karl Jordan for Commissioner, second by Commissioner Ann Trumpy. There were no other nominations

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Ann Trumpy to elect Karl Jordan as Chairman of the Board for 2020-2021 term.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy,

Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

Executive Director Dennis Green then opened the floor to accept nominations for Vice Chairman of the Board. Chairman Karl Jordan nominated Dave Volz, seconded by Commissioner Mary Beth Roffman. There were no other nominations.

MOTION: By Commissioner Chairman Karl Jordan, Second by Commissioner Mary Beth Roffman to elect Dave Volz as Vice Chairman of the Board for 2020-2021 term.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

B. Authorization to Amend Resolution No. 2520- Authorization to Charge off Past Due Accounts for Public Housing in the amount of \$6,105.00

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Sharron Church to Charge off Past Due Accounts for Public Housing in the amount of \$6,105.00

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

C. Authorization to Amend resolution No. 2521- to Write Off Past Due Accounts for Green Valley Apartments in the amount of \$136.00

MOTION: By Commissioner Dave Volz, Second by Commissioner Ann Trumpy to Write Off Past Due Accounts for Green Valley Apartments in the amount of \$136.00

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

D. Authorization to Amend Resolution No. 2522- to Write Off Past Due Accounts for the Mackinaw Apartments in the amount of \$489.00

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Ann Trumpy to Write Off Past Due Accounts for the Mackinaw Apartments in the amount of \$489.00

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

New Business:

A. Resolution No. 2524- Request for Authorization to Purchase New Computer Hardware, from Heart Technologies in the Amount of \$17,467.06 to be paid out of the Cares Act Funding

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Ann Trumpy to approve Purchase of New Computer Hardware, from Heart Technologies in the Amount of \$17,467.06 to be paid out of the Cares Act Funding.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

B. Resolution No. 2525- Request for authorization to raise the micro-purchase limit from \$3,000 to \$10,000

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Dave Volz to approve the Request for authorization to raise the micro-purchase limit from \$3,000 to \$10,000.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

C. Resolution No. 2526- Authorization to increase the maintenance wage rate to \$10.00 per hour for the maintenance aide, housekeeper and casual labor positions

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Ann Trumpy to approve the increase in the maintenance wage rate to \$10.00 per hour for the maintenance aide, housekeeper and casual labor positions.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

D. Resolution No. 2527-Request For Payment No. 4, To Rody Exteriors LLC, In The Amount Of \$32,590.35 For The Work Completed On The Exterior Remodeling Project At The Park Ridge Estates Apartments Under CFP Grant II06P044 501-19 1480 Dwelling Structures

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Sharron Church to approve the Request For Payment No. 4, To Rody Exteriors LLC, In The Amount Of \$32,590.35 For The Work Completed On The Exterior Remodeling Project At The Park Ridge Estates Apartments Under CFP Grant II06P044 501-19 1480 Dwelling Structures.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

E. Resolution No. 2528-Authorization to Award a Contract to Rody Exteriors For Phase II of the Park Ridge Estates Apartments Renovation Project, in the Amount of \$275,899.95, Under CFP Grant II06P044 501-19 1480 Dwelling Structures

MOTION: By Commissioner Sharron Church, Second by Commissioner Mary Beth Roffman to approve Authorization to Award a Contract to Rody Exteriors For Phase II of the Park Ridge Estates Apartments Renovation Project, in the Amount of \$275,899.95, Under CFP Grant II06P044 501-19 1480 Dwelling Structures.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

F. Resolution No. 2529- Request for authorization to purchase The Nelrod company's "Contagious and Infectious Disease Preparedness and Recovery Plan" in the amount of \$799.00, to be paid out of the Cares Act funding

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Dave Volz to approve the Request for authorization to purchase The Nelrod company's "Contagious and Infectious Disease Preparedness and Recovery Plan" in the amount of \$799.00, to be paid out of the Cares Act funding.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

G. Resolution No. 2530- Request to award the annual Auditors Contract for Fiscal Year End 2019, 2020 & 2021, to Pamela Simpson, CPA, in the Amount of \$4,990.00 Per Year

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Mary Beth Roffman to award the annual Auditors Contract for Fiscal Year End 2019, 2020 & 2021, to Pamela Simpson, CPA, in the Amount of \$4,990.00 Per Year

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

H. Resolution No. 2531-Request For Payment No. 6, To Alliance Architecture In the Amount of \$3,364.55 for The Payment Of Professional Services For the Exterior Remodel of The Park Ridge Estates Apartments Under CFP Grant II06P044 501-19, Account No. 1480 fees and costs

MOTION: By Commissioner Sharron Church, Second by Commissioner Dave Volz to approve the Request For Payment No. 6, To Alliance Architecture In the Amount of \$3,364.55 for The Payment Of Professional Services For the Exterior Remodel of The Park Ridge Estates Apartments Under CFP Grant II06P044 501-19, Account No. 1480 fees and costs

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

I. Resolution No. 2532- Request to approve Task Order No.2, to Alliance Architecture in the amount of \$11,800.00, for Phase II exterior renovation of the Park Ridge Estates, under CFP Grant IL06P044 501-19, account no. 1480 fees and costs

MOTION: By Commissioner Dave Volz, Second by Commissioner Ann Trumpy to approve Task Order No.2, to Alliance Architecture in the amount of \$11,800.00, for Phase II exterior renovation of the Park Ridge Estates, under CFP Grant IL06P044 501-19, account no. 1480 fees and costs

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

Chairman Karl Jordan then addressed the Consent Agenda asking if there were any items to be pulled for discussion. None were pulled for discussion

The Chairman requested a motion to approve Item(s) No.1of the Consent Agenda.

1. Receive and file the vacancy report as of June 30, 2020 for Public Housing, Green Valley, Meadow View, and Mackinaw Apartments.

MOTION: By Commissioner Dave Volz, Second by Commissioner Ann Trumpy to approve item(s) 1of the Consent Agenda.

AYES: Commissioner Dave Volz, Commissioner Sharron Church, Commissioner Ann Trumpy Commissioner Mary Beth Roffman and Chairman Karl Jordan

NAYS: None

ABSENT: None

Motion passed

The Executive Director reviewed his July report for the Board.

A motion was made by Commissioner Dave Volz, seconded by Commissioner Ann Trumpy, to receive and file the Executive Director's July report. Roll call vote was taken. Motion carried

unanimously. The Board Chairman then requested a motion to go into Closed Session for the discussion of “The Purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired”, by Section 2, Item 5ILCS 120. The motion was made by Commissioner Mary Beth Roffman and second Commissioner Ann Trumpy to move into closed session at 6:00 pm. The motion carried unanimously. The Board returned from Closed Session at 6:22 PM.

No further action was taken

Having completed all business for the evening, the Chairman called for a motion to adjourn. A motion was made by Commissioner Mary Beth Roffman, seconded by Commissioner Dave Volz, to adjourn the meeting. Roll call vote was taken. Motion carried unanimously. The meeting was adjourned at 5:36 PM.

Dennis D. Green, Secretary/Treasurer

Karl Jordan, Chairman