

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 October 13, 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 Mary Beth Roffman and Chairman Karl Jordan

ABSENT: Commissioner Ann Trumpy

ALSO, PRESENT: Dennis Green Executive Director

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 September 8, 2020 regular Meeting.

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Dave Volz, to approve the minutes, of the September 8, 2020 regular Meeting.

Roll call vote as follows:

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

Motion passed

The Chairman next called for a motion to approve the bills for payment for the Public Housing program in the amount of \$87,408.75, as amended.

MOTION: By: Commissioner Dave Volz, Second by Commissioner Sharron Church to approve the bills for payment for the public housing program in the amount of \$87,408.75, as amended.

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

NAYS: None

ABSENT: Commissioner Ann Trumpy,

Motion passed

The Chairman next requested a motion to approve the bills for payment for the Green Valley Apartments in the amount of \$3,520.86.

MOTION: By Commissioner Sharron Church, Second by Commissioner Mary Beth Roffman to approve the bills for payment for the Green Valley Apartments in the amount of \$3,520.86.

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

Motion passed

The Chairman next requested a motion to approve the bills for payment for the Meadow View Apartments in the amount of \$4,207.75

MOTION: By Commissioner Dave Volz, Second by Commissioner Mary Beth Roffman to approve the bills for payment for the Meadowview Apartments in the amount of \$4,207.75.

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

NAYS: None

ABSENT: Commissioner Ann Trumpy,

Motion passed

A motion was then requested to approve the Mackinaw Apartments bills for payment in the

amount of \$3,358.38.

MOTION: By Commissioner Dave Volz, Second by Commissioner Sharron Church to approve the bills for payment for the Mackinaw Apartments in the amount of \$3,358.38.

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

Motion passed

A motion was then requested to approve the Delavan Apartments bills for payment in the amount of \$13,333.83.

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Dave Volz to approve the bills for payment for the Delavan Apartments in the amount of \$13,333.83.

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

NAYS: None

ABSENT: Commissioner Ann Trumpy,

Motion passed

Chairman Karl Jordan then requested a motion to review and file the August Financial Statements for the Delavan Apartments

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Sharron Church to review and file the August Financial Statements for the Delavan Apartments

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

NAYS: None

ABSENT: Commissioner Ann Trumpy,

Motion passed

Chairman Karl Jordan then requested a motion to review and file the July Financial statements for Public Housing, Green Valley, Meadowview and Mackinaw Apartments.

MOTION: By Commissioner Dave Volz, Second by Commissioner Sharron Church to review and file the July Financial Statements for the Public Housing, Green Valley, Meadowview and Mackinaw Apartments

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

Motion passed

Public Presentation:

There was no one present from the public.

Commissioners Training:

None

Old Business:

A. Resolution No. 2547-Review and Approval of Utility Allowances for Mackinaw Apartments effective January 1, 2021

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Dave Volz to Approve the Utility Allowances for the Mackinaw Apartments effective January 1, 2020

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

NAYS: None

ABSENT: Commissioner Ann Trumpy,

Motion passed

B. Resolution No. 2548-Review and Approval of Utility Allowances for The Delavan

Apartments effective January 1, 2021

MOTION: By Commissioner Dave Volz, Second by Commissioner Sharron Church to approve Resolution No. 2548-to approve the Utility Allowances for the Delavan Apartments effective January 1, 2020.

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

NAYS: None

ABSENT: Commissioner Ann Trumpy,

Motion passed

New Business:

A. Resolution No. 2550- Review and Approval of the Public Housing Operating Budget for Fiscal Year 2021

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Sharron Church to approve the Public Housing Operating Budget for Fiscal Year 2021

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

Motion passed

B. Resolution No. 2551- Review and Approval of the Green Valley Operating Budget for Fiscal Year 2021

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Dave Volz to approve the Green Valley Operating Budget for Fiscal Year 2021

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

Motion passed

C. Resolution No. 2552- Review and Approval of the Meadow View Operating Budget for Fiscal Year 2021

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Dave Volz to approve the Meadowview Operating Budget for Fiscal Year 2021

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

Motion passed

D. Resolution No. 2553- Review and Approval of the Mackinaw Operating Budget for Fiscal Year 2021

MOTION: By Commissioner Sharron Church, Second by Commissioner Dave Volz to approve the Mackinaw Operating Budget for Fiscal Year 2021

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

Motion passed

E. Resolution No. 2554- Review and Approval of the Delavan Operating Budget for Fiscal Year 2021

MOTION: By Commissioner Dave Volz, Second by Commissioner Mary Beth Roffman to approve the Delavan Operating Budget for Fiscal Year 2021

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

Motion passed

F. Resolution No. 2555- Review and Approval of the 2021 Public Housing Flat Rents

MOTION: By Commissioner Sharron Church, Second by Commissioner Mary Beth Roffman to approve the Public Housing Flat Rents for Fiscal Year 2021

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

Motion passed

G. Resolution No. 2556- Request to Accept the Proposal from Blue Cross/Blue Shield to Provide Employee Health Insurance in The Amount Of \$10,934.25 Per Month, And Dental Insurance in The Amount Of \$426.42

MOTION: By Commissioner Dave Volz, Second by Commissioner Mary Beth Roffman to approve the renewal of the Blue Cross/Blue Shield contract to Provide Employee Health Insurance in The Amount Of \$10,934.25 Per Month, And Dental Insurance in The Amount Of \$426.42

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

Motion passed

H. Resolution No. 2557- Approval of SACS Housing Software in the amount of \$11,500

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Dave Volz to approve the purchase of the SACS Housing Software in the amount of \$11,500

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

Motion passed

I. Resolution No. 2558- Approval of the Security Cameras/intercom for the General office in the amount of \$11,035.

MOTION: By Commissioner Sharron Church, Second by Commissioner Dave Volz to approve the purchase of the Security Cameras/intercom for the General office in the amount of \$11,035.

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

Motion passed

J. Resolution No. 2559- Approval for the purchase of 4 Exterior Cameras and NVR at the main office in the amount of \$10,673.00

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Sharron Church to approve the purchase of 4 Exterior Cameras and NVR at the main office in the amount of \$10,673.00

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

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.1-5 of the Consent Agenda.

1. Resolution No. 2560- Authorization to Renew the Contract with J.Scott

Kriegsman Of Elliff, Dancy, & Bosich, P.C. For Legal Services, For an Additional One Year Term

2. Resolution No. 2561- Authorization to Renew the Contract with PDC Services Inc. For Trash Removal at The Broadway, Golden Arms and Park Ridge Apartments, For an Additional One-Year Term
3. Resolution No. 2562- Request for Payment No. 9, To Alliance Architecture in the Amount of \$569.75 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
4. Resolution No. 2563- Request for Payment No. 1, To Alliance Architecture in the Amount of \$592.00 for The Payment of Professional Services for the Exterior Remodel of The Park Ridge Estates Apartments Phase II Under CFP Grant II06P044 501-20, Account No. 1480 fees and costs
5. Resolution No. 2564- Request for Payment No. 1, To Roady Exteriors LLC, In the Amount Of \$47,659.45 For the Work Completed on Phase II of the Exterior Remodeling Project at The Park Ridge Estates Apartments Under CFP Grant II06P044 501-20 1480 Dwelling Structures

MOTION: By Commissioner Sharron Church, Second by Commissioner Mary Beth Roffman to approve item(s) 1-5 of the Consent Agenda.

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

NAYS: None

ABSENT: Commissioner Ann Trumpy

Motion passed

General

1. The Executive Director reviewed his August report for the Board.

2. Receive and file the vacancy report as of August 31, 2020 for Public Housing, Green Valley, Meadow View, and Mackinaw Apartments.

A motion was made by Commissioner Mary Beth Roffman, seconded by Commissioner Dave Volz, to Receive and file the Executive Director's August report and the August vacancy report for Public Housing, Green Valley, Meadow View, and the Mackinaw Apartments. Roll call vote was taken. The Motion carried unanimously.

Having completed all business for the evening, the Chairman called for a motion to adjourn. A motion was made by Commissioner Dave Volz, seconded by Commissioner Mary Beth Roffman, to adjourn the meeting. Roll call vote was taken. Motion carried unanimously. The meeting was adjourned at 5:47 PM.

Dennis D. Green, Secretary/Treasurer

Karl Jordan, Chairman