

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 November 19, 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, Commissioner Ann Trumpy and Chairman Karl Jordan

ABSENT: None

ALSO, PRESENT: Dennis Green, Executive Director, Scott Kriegsman, PHA Attorney

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 October 13, 2020 regular Meeting.

MOTION: By Commissioner Dave Volz, Second by Commissioner Mary Beth Roffman, to approve the minutes, of the October 13, 2020 regular Meeting.

Roll call vote as follows:

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Mary Beth Roffman, Commissioner Ann Trumpy 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 \$99,759.48, as amended.

MOTION: By: Commissioner Ann Trumpy, Second by Commissioner Dave Volz to approve the bills for payment for the public housing program in the amount of \$99,759.48, as amended.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Mary Beth Roffman, Commissioner Ann Trumpy 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 \$3,472.46.

MOTION: By Commissioner Dave Volz, Second by Commissioner Ann Trumpy to approve the bills for payment for the Green Valley Apartments in the amount of \$3,472.46.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Mary Beth Roffman, Commissioner Ann Trumpy 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 \$5,355.06

MOTION: By Commissioner Sharron Church, Second by Commissioner Mary Beth Roffman to approve the bills for payment for the Meadowview Apartments in the amount of \$5,355.06.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Mary Beth Roffman, Commissioner Ann Trumpy 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 \$3,909.64.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Mary Beth Roffman to approve the bills for payment for the Mackinaw Apartments in the amount of \$3,909.64.

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Mary Beth Roffman, Commissioner Ann Trumpy 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 \$5,177.54.

MOTION: By Commissioner Sharron Church, Second by Commissioner Dave Volz to approve the bills for payment for the Delavan Apartments in the amount of \$5,177.54.

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

NAYS: None

ABSENT: None

Motion passed

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

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

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

NAYS: None

ABSENT: None

Motion passed

Public Presentation:

There was no one present from the public.

Commissioners Training:

None

Old Business:

None

New Business:

- A. Resolution No. 2565-Authorization to adopt the “Contagious and Infectious Disease Preparedness and Recovery Plan to Recover, Prevent and Prepare for Contagious Diseases and Pandemics at the Workplace

MOTION: By Commissioner Ann Trumpy, second Commissioner Mary Beth Roffman to adopt the “Contagious and Infectious Disease Preparedness and Recovery Plan to Recover, Prevent and Prepare for Contagious Diseases and Pandemics at the Workplace

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

NAYS: None

ABSENT: None

Motion passed

- B. Discussion of a partial draft to the Employee Handbook update
The discussion was tabled for further review

- C. Resolution No. 2573- Approval of the Meadowview Energy Efficiency Project

MOTION: By Commissioner Dave Volz, Second by Commissioner Ann Trumpy to approve the Meadowview Energy Efficiency Project

AYES: Commissioner Sharron Church, Commissioner Dave Volz, Commissioner Mary Beth Roffman, Commissioner Ann Trumpy 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.1-7 of the Consent Agenda.

1. Resolution No.2566– Authorization to Submit Records Disposal Certificate to The State of Illinois Local Records Commission for Approval, be accepted and approved as stated by the Chairman and Commissioners from and after November 10, 2020
2. Resolution No.2567 – Request for Payment No. 10, To Alliance Architecture in the Amount of \$572.60 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
3. Resolution No.2568 – Request for Payment No. 2, To Alliance Architecture in the Amount of \$1,774.30.00 for The Payment of Professional Services for the Exterior Remodel of The Park Ridge Estates Apartments Phase II Under CFP Grant II06P044 501-19, Account No. 1480 fees and costs
4. Resolution No. 2569– Request for Payment No. 2, To Roady Exteriors LLC, In the Amount Of \$66,509.10 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
5. Resolution No. 2570– Request to Retain and Roll Over Certificate of Deposit #3245 with Morton Community Bank in the amount of \$100,000.00 at an APY of .37 and a term of 9 months
6. Resolution No.2571 – Request to Retain and Roll Over Certificate of Deposit #2949 with Morton Community Bank in the amount of \$100,000.00 at an APY of .37 and a term of 9 months
7. Resolution No. 2572 – Request to Retain and Roll Over Certificate of Deposit #1428 with First Pekin Savings Bank in the amount of \$100,000.00 at an APY of .55% and a term of 12 months

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Ann Trumpy to approve item(s) 1-7 of the Consent Agenda.

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

NAYS: None

ABSENT: None

Motion passed

General

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

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

A motion was made by Commissioner Dave Volz, seconded by Commissioner Ann Trumpy, to Receive and file the Executive Director’s November Board Report and the October 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 Sharron Church, to adjourn the meeting. Roll call vote was taken. Motion carried unanimously. The meeting was adjourned at 6:01 PM.

Dennis D. Green, Secretary/Treasurer

Karl Jordan, Chairman