

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 June 21, 2022, in the boardroom of the Housing Authority's general office at 1901 Broadway in Pekin, Illinois. The meeting was called to order at 4:42 P.M. by Vice Vice Chairman Dave Volz with roll call taken and those present as follows:

PRESENT: Commissioner Mary Beth Roffman, Commissioner Dave Volz, Commissioner Ann Trumpy, Commissioner Sharron Church

ABSENT: Karl Jordan

ALSO, PRESENT: Dennis Green, Executive Director, and Attorney Scott Kriegsman
Vice Chairman Dave Volz requested the approval of the minutes of the May 10, 2022, Regular Meeting.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Mary Beth Roffman, to approve the minutes, as corrected, of the May 10, 2022, Regular Meeting.

Roll call vote as follows:

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

NAYS: None

ABSENT: Karl Jordan

Motion approved

The Vice Chairman next called for a motion to approve the bills for payment for the Public Housing program in the amount of \$104,655.45, as amended.

MOTION: By: Commissioner Mary Beth Roffman, Second by Commissioner Ann Trumpy to approve the bills for payment for the public housing program in the amount of \$104,655.45, as amended.

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

NAYS: None

ABSENT: Karl Jordan

Motion approved

The Vice Chairman next requested a motion to approve the bills for payment for the Green Valley Apartments in the amount of \$4,026.01.

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 \$4,026.01, as amended.

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

NAYS: None

ABSENT: Karl Jordan

Motion approved

The Vice Chairman next requested a motion to approve the bills for payment for the Meadow View Apartments in the amount of \$4,129.48.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Mary Beth Roffman to approve the bills for payment for the Meadowview Apartments in the amount of \$4,129.48, as amended.

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

NAYS: None

ABSENT: Karl Jordan

Motion approved

A motion was then requested to approve the Mackinaw Apartments bills for payment in the amount of \$2,119.51

MOTION: By Commissioner Sharron Church, Second by Commissioner Ann Trumpy to

approve the bills for payment for the Mackinaw Apartments in the amount of \$2,119.51

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

NAYS: None

ABSENT: Karl Jordan

Motion approved

A motion was then requested to approve the Delavan Apartments bills for payment in the amount of \$3,687.04.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Sharron Church to approve the bills for payment for the Delavan Apartments in the amount of \$3,687.04, as amended

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

NAYS: None

ABSENT: Karl Jordan

Motion approved

A motion was then requested to approve the Business Activity bills for payment in the amount of \$1,979.59.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Sharron Church to approve the bills for payment for the Business Activity in the amount of \$ 1,979.59

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

NAYS: None

ABSENT: Karl Jordan

Motion approved

Vice Chairman Dave Volz then requested a motion to review and file the March Financial Statements for the Public Housing, Green Valley, Meadowview, Mackinaw, and Delavan Apartments.

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

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

NAYS: None

ABSENT: Karl Jordan

Motion approved

Public Presentation:

No one from the Public was present

Commissioners Training:

None

Old Business:

NONE

New Business:

A. Resignation of the Housing Authority Board Chairmen Karl Jordan

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Sharron Church to accept the resignation of Board Chairman Karl Jordan.

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

NAYS: None

ABSENT: None

Motion approved

B. Resolution No. 2711 Approval of Amendment to the Annual Contributions Contract to accept Capital Fund Grant IL06P044 501-22 in the amount of \$394,409

MOTION: By Commissioner Sharron Church, Second by Commissioner Ann Trumpy to accept Capital Fund Grant IL06P044 501-22 in the amount of \$394,409.

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

NAYS: None

ABSENT: None

Motion approved

C. Resolution No. 2712- Approval of the Restatement of Qualified Retirement Plan for The Housing Authority of the City of Pekin

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Mary Beth Roffman to approve the Restatement of Qualified Retirement Plan for The Housing Authority of the City of Pekin .

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

NAYS: None

ABSENT: None

Motion approved

D. Resolution No. 2713- Approval of the Standard Mileage Rate From 58.5 Cents To 62.5 Cents per Mile Effective July 1, 2022, through December 31, 2022, per the IRS.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Sharron Church to approve the increase of the Standard Mileage Rate From 58.5 Cents To 62.5 Cents per mile Effective July 1, 2022, through December 31, 2022.

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

NAYS: None

ABSENT: None

Motion approved

E. Resolution No. 2714- Request to Review and Approve the 2020 Financial Annual Audit

MOTION: By Commissioner Mary Beth Roffman, Second by Commissioner Sharron Church to approve the 2020 Annual Audit .

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

NAYS: None

ABSENT: None

Motion approved

CONSENT AGENDA

None pulled for discussion

1. Resolution No.2715– Request for Payment No. 4 Final, To Alliance Architecture in the amount of \$2,812.60, for the Payment of Professional Services for Replacement of 8 Air Conditioners and A- Coil at the Mackinaw Apartments, to be paid from the Reserve Account.
2. Resolution No.2716- Request for Payment to Assisted Housing Risk Management Association in the Amount of \$200.00 for General and Public Official’s Liability Coverage for the Delavan Apartments from July through September 2022
3. Resolution No.2717 - Request for Payment to Assisted Housing Risk Management Association in the Amount of \$19,195.58 for Property, Liability, Auto, And Workmen’s Compensation Coverage for Public Housing for July Through September 2022
4. Resolution No.2718 - Request for Payment to Assisted Housing Risk Management Association in the amount of \$935.52 for Property, Liability, and Workmen’s

Compensation Coverage for the Green Valley Apartments from July through September 2022

5. Resolution No.2719 - Request for Payment to Assisted Housing Risk Management Association in the amount of \$985.66 for Property, Liability, and Workmen's Compensation Coverage for the Meadow View Apartments from July Through September 2022
6. Resolution No. 2720- Request for Payment to Assisted Housing Risk Management Association in the amount of \$645.24 for Property, Liability, and Workmen's Compensation Coverage for the Mackinaw Apartments from July through September 2022
7. Resolution No. 2721– Authorization to Charge Off Past Due Tenant Accounts for Public Housing in the amount of \$12,770.61
8. Resolution No. 2722 – Authorization to Write Off Items in the Fixed Asset Inventory for Public Housing in the amount of \$4,215.23
9. Resolution No. 2723 – Authorization to Write Off Items in the Fixed Asset Inventory, which have a nominal value, for the Delavan Apartments

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Sharron Church to approve Items 1-8 of the Consent Agenda

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

NAYS: None

ABSENT: none

Motion approved

General

1. Receive and file the Executive Director's report for June

Executive Director reviewed his monthly report with the Board of Commissioners.

Discussion on Fuel Surcharge for Green Fox Lawn Maintenance

Current landscape contractor Green Fox requested the Board consider allowing him to apply a fuel surcharge to the mowing charges for each of the properties until the end of the mowing season or at such time as the price of gasoline drops below \$3.25 per gallon. Lee Marshall proposed the surcharges as follows:

Broadway \$15.00 per mow

Golden Arms \$5.00 per mow

Park Ridge \$25.00 per mow

Green Valley \$10.00 per mow

Meadowview \$10.00 per mow

Delavan \$10.00 per mow

The fuel charge was requested due to the rapid increase in gasoline and diesel that were not a consideration when the work was originally bid. The Landscaping contract is due to be re-bid in the 2023 season.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Mary Beth Roffman to approve the requested fuel surcharge,

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

NAYS: None

ABSENT: none

Motion approved

Discussion on repairs to Golden Arms Boiler

The Executive Director reported that one of the pumps on the boiler system at Golden Arms needed to be repaired or replaced since it is leaking. The cost of repairing it currently is \$1,850.00 vs the cost of replacement being \$14,370.00. It is his recommendation to repair the pump since replacement of the boiler system at that property is the next Capital Project to be considered. The Board agreed by consensus is to make a repair rather than replacement of the

pump at this time enabling us to operate the system one more season before the boilers are replaced.

2. Receive and file the vacancy report as of May 31, 2022, for Public Housing, Green Valley, Meadow View, and Mackinaw Apartments.

A motion was made by Commissioner Mary Beth Roffman, seconded by Commissioner Ann Trumpy, to Receive and file the Executive Director's June Board Report and the May vacancy report for Public Housing, Green Valley, Meadow View, and the Mackinaw Apartments. Roll call vote was taken. Motion passed unanimously.

Semi Annual Review of Closed Session Minutes Attorney Scott Kriegsman recommended That all closed session minutes continue to be held.

Having completed all business for the evening, the Vice Chairman called for a motion to adjourn. A motion was made by Commissioner Ann Trumpy , seconded by Commissioner Ann Trumpy, to adjourn the meeting. Roll call vote taken. Motion carried unanimously. The meeting adjourned at 5:56 PM.

Dave Volz, Vice Chairman

Dennis D. Green, Secretary/Treasurer