

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 March 11, 2025, in the boardroom of the Housing Authority's general office at 1901 Broadway in Pekin, Illinois. The meeting was called to order at 4:30 P.M. by Vice Chairman Mary Beth Roffman with roll call taken and those present as follows:

PRESENT: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, and Commissioner Jill Davis

ABSENT: Chairman Dave Volz

ALSO PRESENT: Dennis Green, Executive Director

Vice Chairman Mary Beth Roffman requested a motion to approve the minutes of the February 11, 2025, Regular Meeting.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Jill Davis, to approve the minutes of the February 11, 2025, Regular Meeting.

Roll call vote as follows:

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion approved

Vice Chairman Mary Beth Roffman requested a motion to approve the minutes of the January 30, 2025, Special Meeting.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Jill Davis, to approve the minutes of the January 30, 2025, Special Meeting.

Roll call vote as follows:

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

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 \$111,599.79, as amended.

MOTION: By: Commissioner Jill Davis, Second by Commissioner Ann Trumpy to approve the bills for payment for the public housing program in the amount of \$111,599.79, as amended.

Roll call vote as follows:

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion approved

The Vice Chairman next requested a motion to approve the bills for payment for the Green Valley Apartments in the amount of \$2,882.21.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Jill Davis to approve the bills for payment for the Green Valley Apartments in the amount of \$2,882.21.

Roll call vote as follows:

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion approved

The Vice Chairman next requested a motion to approve the bills for payment for the Meadow View Apartments in the amount of \$4,282.89.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Jill Davis to approve

the bills for payment for the Meadowview Apartments in the amount of \$4,282.89.

Roll call vote as follows:

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion approved

A motion was then requested to approve the Mackinaw Apartments bills for payment in the amount of \$6,092.11

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Jill Davis to approve the bills for payment for the Mackinaw Apartments in the amount of \$6,092.11.

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion approved

A motion was then requested to approve the Delavan Apartments bills for payment in the amount of \$3,608.81.

MOTION: By Commissioner Jill Davis, second by Commissioner Ann Trumpy to approve the bills for payment for the Delavan Apartments in the amount of \$3,608.81.

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion approved

A motion was then requested to approve the Business Activity bills for payment in the amount of \$7,036.22.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Jill Davis to approve the bills for payment for the Business Activity in the amount of \$7,036.22.

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion approved

Vice Chairman Mary Beth Roffman then requested a motion to review and file the December Financial Reports for the Public Housing, Green Valley, Meadowview, and Mackinaw Apartments.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Deb Graham to review and file the December financials for the Public Housing, Green Valley, Meadowview, and Mackinaw Apartments.

Roll call vote as follows:

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion approved

Vice Chairman Mary Beth Roffman then requested a motion to review and file the December financials for the Delavan Apartments.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Deb Graham to review and file the December financials for the Delavan Apartments.

Roll call vote as follows:

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion approved

Public Presentation:

No one from the Public was present

Commissioners Training:

None

Old Business: None

New Business:

A. Resolution No. 2999- Request for Authorization to renew the contract with AAIM

Employers' Association, at the rate of \$125.00 per hour, to complete the updates to the Employee Handbook.

MOTION: By, Commissioner Jill Davis Second by Commissioner Ann Trumpy to Request for Authorization to renew the contract with AAIM Employers' Association, at the rate of \$125.00 per hour, to complete the updates to the Employee Handbook

Roll call vote as follows:

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion: approved

B. Resolution No. 3000- Amendment to the Housing Authority's 457 Deferred Compensation Plan to comply with the SECURE Act/CARES Act/Consolidated Appropriations Act provisions.

MOTION: By, Commissioner Ann Trumpy Second by Commissioner Jill Davis to approve the Amendment to the Housing Authority's 457 Deferred Compensation Plan to comply with the SECURE Act/CARES Act/Consolidated Appropriations Act provisions..

Roll call vote as follows:

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion: approved

C. Resolution No. 3001- The request for authorization to discontinue use of the online website portal for accepting applications for housing with The Housing Authority of the City of Pekin

MOTION: By, Commissioner Deb Graham Second by Commissioner Ann Trumpy to

discontinue the use of the online website portal for accepting applications for housing with The Housing Authority of the City of Pekin

Roll call vote as follows:

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion: approved

D. Resolution No. 3009- Discussion of the request by Pekin Police Department to have access to Golden Arms Apartments

MOTION: By, Commissioner Jill Davis Second by Commissioner Ann Trumpy to approve the request by the Pekin Police Department to have access to the interior common areas of the Golden Arms Apartments.

Roll call vote as follows:

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion: approved

Consent Agenda
Pulled for Discussion

None

1. Resolution No. 3002- Authorization to renew the certificate of deposit # 588967 at Morton Community Bank, in the amount of \$50,000.00, for a term of 9 months with an APR of 3.82% and an APY of 3.89%
2. Resolution No. 3003- Request for Payment to Assisted Housing Risk Management Association in the Amount of \$22,890.42 for Property, Liability, Auto, and Workmen's Compensation Coverage for Public Housing for April through June 2025
3. Resolution No. 3004- Request for Payment to Assisted Housing Risk Management Association in the amount of \$1,221.51 for Property, Liability, and Workmen's Compensation Coverage for the Green Valley Apartments from April through June 2025
4. Resolution No. 3005- Request for Payment to Assisted Housing Risk Management Association in the amount of \$1,083.23 for Property, Liability, and Workmen's Compensation Coverage for the Meadow View Apartments from April through June 2025
5. Resolution No. 3006- Request for Payment to Assisted Housing Risk Management Association in the amount of \$878.59 for Property, Liability, and Workmen's Compensation Coverage for the Mackinaw Apartments from April through June 2025
6. Resolution No. 3007-Request to renew the One Call Now Communications System(OnSolve) contract in the amount of \$1,588.27, for the period of one year.
7. Resolution No. 3008- Request to renew the contract for lawn maintenance for the 2025 mowing season to Green Fox Lawn Maintenance, for the Broadway Apartments in the amount of \$168.00 per occurrence and \$20.00 per vacant apartment, \$325.00 for monthly trimming and \$85.50 per occurrence for mowing the ball field, Golden Arms Apartments in the amount of \$44.75 per occurrence and \$28.00 for monthly trimming, Park Ridge Estates in the amount of \$441.50 per occurrence and \$255.00 for monthly trimming, Green Valley Apartments in the amount of \$76.50 per occurrence and \$55.00 for monthly trimming, Meadow View Apartments in the amount of \$76.50 per occurrence and \$25.00 for monthly trimming. bi-annual shrub trimming at the Broadway Apartments in the amount of \$255.00 and Park Ridge Estates in the amount of \$953.00, Golden Arms in the amount of \$157.50. lawn waste removal in the amount of \$115.00 per occurrence

MOTION: By, Commissioner Ann Trumpy, Second by Commissioner Deb Graham to approve the Consent Agenda

Roll call vote as follows:

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion: approved

General

1. Receive and file the Executive Director's report for March 2025
2. Receive and file the vacancy report as of February 30, 2025, for Public Housing, Green Valley, Meadow View, Mackinaw, and Delavan Apartments.

MOTION: By, Commissioner Jill Davis Second by Commissioner Ann Trumpy to receive and file the Executive Director's Report and Vacancy Report.

Roll call vote as follows:

AYES: Vice Chairman Mary Beth Roffman, Commissioner Deb Graham, Commissioner Ann Trumpy, Commissioner Jill Davis

NAYS: None

ABSENT: Chairman Dave Volz

Motion: approved

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 Jill Davis to adjourn the meeting. Roll call vote taken. Motion carried unanimously. The meeting adjourned at 6:02 PM.

Mary Beth Roffman, Vice Chairman

Dennis D. Green, Secretary/Treasurer