

**REGULAR MEETING OF THE HOUSING AUTHORITY  
OF THE COUNTY OF JACKSON, ILLINOIS**

**July 27, 2016**

The regular meeting of the Housing Authority of the County of Jackson, Illinois was held on Wednesday, July 27, 2016 at 5:30 p.m. for the purpose of conducting regular monthly business. The meeting was held at the Housing Authority offices located at 300 North Seventh Street, Murphysboro, Illinois.

**Call to Order/Roll Call**

At this time Commissioner Larry Reinhardt was appointed Acting Chairman. Acting Chairman Reinhardt called the meeting to order at 5:35 p.m. with the following members present: Acting Chairman Reinhardt, Commissioner Brenda Hinton and Commissioner Mary Campbell. Absent was Chairwoman Mickey Korando and Vice Chairwoman Jennie Crawshaw. Also present was Executive Director Tyler Young, Assistant Director Rosemary Finnegan and Attorney John Clemons.

**Introduction of Visitors**

Present was Property Manager Oueida Mills.

**Approval of Minutes**

Minutes of the June 22, 2016 meeting were presented to the Board for approval. A motion was made by Commissioner Hinton to approve the minutes; which motion was seconded by Commissioner Campbell. Upon roll call the ayes were three, nays none. Acting Chairman Reinhardt declared the motion carried and the minutes of June 22, 2016 were approved as published.

**Approval of Payment of Bills**

Bills for June 2016 were presented to the Board for approval of payment. After discussion a motion was made by Commissioner Campbell to approve the payment of the bills, which motion was seconded by Commissioner Hinton. Upon roll call the ayes were three, nays none. Acting Chairman Reinhardt declared the motion carried and the payment of bills for June 2016 were approved for payment as shown on the attached lists.

**Old Business**

Executive Director Young informed the Board of the City of Murphysboro City Council's plan to come up with a Housing Program where the City inspects rental units. Executive Director Young stated that the City Council is considering charging a fee to all landlords. Executive Director Young stated that while the City of Carbondale has such a program, they have exempted the Authority from being charged. Executive Director Young stated that the Mayor of Murphysboro is of the opinion that they would not inspect the Authority's units, or if the City did the Authority would not be charged the fee.

**New Business**

First on the Agenda was a Resolution to Approve SEMAP. Assistant Director Finnegan stated this was the Section 8 Program's self-certification to HUD. After a short discussion the following Resolution was introduced.

RESOLUTION 16-30

RESOLUTION TO APPROVE SEMAP

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve SEMAP in the form attached hereto.

A motion was made by Commissioner Campbell to adopt the foregoing Resolution; which motion was seconded by Commissioner Hinton. Upon roll call the ayes and nays were as follows:

Ayes: Acting Chairman Reinhardt, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairman Reinhardt declared the motion carried and Resolution 16-30 was adopted.

Next was a Resolution to Approve Low Bid for Floor Tile Abatement for One Year All AMPS under Capital Fund Program IL06P05350115. Executive Director Young stated that on July 12, 2016 at 2:00 p.m. at the Housing Authority offices the following bids were opened.

Bidder	Amount
Schemel-Tarrillion, Inc. Perryville, MO	\$4.18/s.f.
Midwest Service Group St. Peters, MO	\$7.85/s.f.

Executive Director Young pointed out that a total of seven requests for bids had been sent to various companies, but that only two had responded. Executive Director Young stated that there was no reason not to accept the low bidder. After a short discussion the following Resolution was introduced.

#### RESOLUTION 16-31

#### RESOLUTION TO APPROVE LOW BID FOR FLOOR TILE ABATEMENT FOR ONE YEAR ALL AMPS UNDER CAPITAL FUND PROGRAM IL06P05350115

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the low bid of Schemel-Tarrillion, Inc. of Perryville, MO in the amount of Four Dollars and Eighteen Cents per square foot (\$4.18/s.f.).

A motion was made by Commissioner Campbell to adopt the foregoing Resolution; which motion was seconded by Commissioner Hinton. Upon roll call the ayes and nays were as follows.

Ayes: Acting Chairman Reinhardt, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairman Reinhardt declared the motion carried and RESOLUTION 16-31 was adopted.

Next on the Agenda was a Resolution to Extend Trash Services Contract for one year. Executive Director Young stated that the Authority's current trash provider is the only company big enough to handle the Authority's trash. Executive Director Young stated that the Authority has looked into smaller companies handling parts of the trash service, but what happens when it is broken apart is that the Authority ends up paying more as a whole. Executive Director Young stated that Republic – the current trash provider – has asked for a 3% increase, but that he negotiated for a 2% increase and that Republic agreed. After a short discussion the following Resolution was introduced.

## RESOLUTION 16-32

## RESOLUTION TO EXTEND TRASH SERVICE CONTRACT FOR ONE YEAR

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to extend the Authority's trash service contract with Republic Services for a period of one year with a two percent increase to the contract.

A motion was made by Commissioner Hinton to adopt the foregoing Resolution; which motion was seconded by Commissioner Campbell. Upon roll call the ayes and nays were as follows.

Ayes: Acting Chairman Reinhardt, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairman Reinhardt declared the motion carried and RESOLUTION 16-32 was adopted.

Next on the Agenda was a Review of the Executive Session Minutes. Attorney Clemons stated that he had spoken with Administrative Assistant Tonya Wood that morning to review which Executive Sessions still remained closed. Attorney Clemons stated that as the Board could see by the chart created by Administrative Assistant Wood there were four Executive Sessions currently closed which took place in November 2014, March 2016, May 2016 and June 2016. After reviewing the Executive Sessions for the Board, Attorney Clemons recommended that they all be opened at this time. A motion was made by Commissioner Hinton that the Executive Session minutes of November 2014, March 2016; May, 2016 and June 2016 be opened, which motion was seconded by Commissioner Campbell. Upon roll call the ayes were three, nays none. Acting Chairman Reinhardt declared the motion carried.

## Reports

### Capital Fund Program

Executive Director Young reviewed and summarized the Capital Fund report for the Board. Executive Director Young informed the Board that 517 Bridgewood (fire unit) was done and rented. Executive Director Young stated that at 1844 Apple Lane a young lady had ran her car into the unit, knocking it partially of the foundation. Executive Director Young also informed the Board that there had been a fire in a unit out at IL53-13/Murphysboro. Executive Director Young stated that he was trying to decide what to do with the family as the fire was started by the 7 year old girl who was mad at her brother and set his sketch pad on fire.

### Attorney

Attorney Clemons stated that it was a busy month with 9 new filings in the last 30 days. There followed discussion about rent amounts in the private sector.

### Executive Director

Executive Director Young stated that the Authority would like to demolish the units located in Grand Tower. Executive Director Young stated that when he spoke with the Mayor of Grand Tower it was indicated that would be no problem. Executive Director Young stated that he spoke with the Mayor after the Mayor had spoken with the City Council and that there may be some opposition. Executive Director Young informed the Board of an ordinance the City Council had passed whereas when a renter left owing money for utilities, the City would not turn utilities on in that location until the landlord paid the outstanding bill. There followed discussion about this matter and Acting Chairman Reinhardt stated that he thinks this type of thing has been dealt with on the state level. Attorney Clemons stated he would

look into it. Executive Director Young stated that it would be easier to demolish the units with the City's support, but that it can be done without it, just have to do a different application process.

Executive Director Young stated that via the State Recovery Program the Authority has received in excess of \$25,000 so far in 2016. Executive Director Young stated that there was approximately another \$25,000 that is being held for a time period for people to dispute, but then it slowly gets given to the Authority as the time period expires.

Assistant Director Finnegan informed the Board that a couple of weeks ago the Authority had received an email stated that it hadn't responded to the letter the Authority received back in March. Assistant Director Finnegan stated that the Authority had responded stating it had, in March and then by attending meeting in April, another response in May, June and one on June 30<sup>th</sup>. Assistant Director Finnegan stated she had updated all the numbers in the response and told HUD that was taking it to the July Board meeting to get Board approval. After discussion a motion was made by Commissioner Hinton for Executive Director Young to file an official response to HUD regarding this matter, which motion was seconded by Commissioner Campbell. Upon roll call the ayes were three, nays none. Acting Chairman Reinhardt declared the motion carried.

Executive Director Young updated the Board on the Vacancy issue. Executive Director Young stated that the Authority currently had 682 units occupied as of Monday, July 25<sup>th</sup> which put the Authority at 85.89% occupied. Executive Director Young stated that there were several rentals scheduled in the next few days before the end of the month. Executive Director Young stated that the two new maintenance employees had been put to doing unit turnaround exclusively. Executive Director Young stated that everyone is working to turn around units and rent units as fast as possible.

There followed a discussion of the gas line improvement at the 1425 Old West Main area.

### **Executive Session**

A motion was made by Commissioner Hinton that the Board go into Executive Session, pursuant to 5 ILCS 120-2(c)(1) for the purpose of discussing personnel matters, which motion was seconded by Commissioner Campbell. Upon roll call the ayes and nays were as follows:

Ayes: Acting Chairman Reinhardt, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairman Reinhardt declared the motion carried and the Board went into Executive Session at 6:25 p.m.

During Executive Session discussion ensued regarding personnel matters.

Upon motion made and seconded, the Board came out of Executive Session at 6:56 p.m.

Acting Chairman Reinhardt noted that no official action was taken during Executive Session.

### **Adjournment**

After a motion was made, seconded and unanimously carried, Acting Chairman Reinhardt declared the meeting adjourned at 6:59 p.m.

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Chairperson

ATTEST:

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Secretary