

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

**June 28, 2017**

The regular meeting of the Housing Authority of the County of Jackson, Illinois was held on Wednesday, June 28, 2017 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**

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

**Introduction of Visitors**

Property Manager Oueida Mills was present.

**Approval of Minutes**

Minutes of the March 22, 2017 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 Chairwoman Crawshaw declared the motion carried and the minutes of March 22, 2017 were approved as published.

**Approval of Payment of Bills**

Bills for March, April and May 2017 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 Chairwoman Crawshaw declared the motion carried and the payment of bills for March, April and May 2017 were approved for payment as shown on the attached lists.

**Old Business**

At this time there was no Old Business.

**New Business**

First on the Agenda was a Resolution to Extend Audit Contract. Assistant Director Finnegan stated that current auditing company has agreed to extend the Audit Contract at the current price. Assistant Director Finnegan stated that the Audit Company has held the contract at the same price for more than 6 years. After discussion, the following Resolution was introduced:

RESOLUTION 17-04

RESOLUTION TO EXTEND AUDIT CONTRACT

RESOLVED by the Board of Commissioner of the Housing Authority of the County of Jackson, Illinois to extend the Audit Contract an additional year at the current price.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and Resolution 17-04 was adopted.

Next on the Agenda was a Resolution to Approve Write Off of Bad Debts for Three Month Period Ending June 27, 2017. Executive Director Young stated that the listing was in the Board packet and even though these are written off as a financial procedure, the money is still owed and collectable. Executive Director Young stated that the amounts will be turned over to the Debt Recover Program. After discussion, the following Resolution was introduced:

#### RESOLUTION 17-05

##### RESOLUTION TO APPROVE WRITE OFF OF BAD DEBTS FOR THREE MONTH PERIOD ENDING JUNE 27, 2017

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the Write Off of Bad Debts for Period Ending June 27, 2017 in the amount of Fifty Thousand Nine Hundred Eighty-One Dollars and Eighty-Four Cents (\$50,981.84).

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and Resolution 17-05 was adopted.

Next Assistant Director Finnegan asked the Board for a Resolution on the Budget Revision for FY 2017. Assistant Director Finnegan stated that this is taking the budget from last June and bringing things closer in line. Assistant Director Finnegan stated that originally the COCC was projected to have a deficit of \$108,000 but looks more like going to be only \$54,000. Assistant Director Finnegan stated last June the AMPS combined were projected to have a deficit of \$115,000 but it looks like the AMPS will have a combined excess of \$73,000. After a brief discussion, the following Resolutions were introduced.

#### RESOLUTION 17-06

##### RESOLUTION TO APPROVE FY 2017 BUDGET REVISION FOR AMP 1

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2017 Budget Revision for AMP 1 in the form attached hereto.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-06 was adopted.

RESOLUTION 17-07

RESOLUTION TO APPROVE FY 2017 BUDGET REVISION FOR AMP 2

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2017 Budget Revision for AMP 2 in the form attached hereto.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-07 was adopted.

RESOLUTION 17-08

RESOLUTION TO APPROVE FY 2017 BUDGET REVISION FOR AMP 3

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2017 Budget Revision for AMP 3 in the form attached hereto.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-08 was adopted.

RESOLUTION 17-09

RESOLUTION TO APPROVE FY 2017 BUDGET REVISION FOR AMP 4

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2017 Budget Revision for AMP 4 in the form attached hereto.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-09 was adopted.

RESOLUTION 17-10

RESOLUTION TO APPROVE FY 2017 BUDGET REVISION FOR AMP 5

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2017 Budget Revision for AMP 5 in the form attached hereto.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-10 was adopted.

RESOLUTION 17-11

RESOLUTION TO APPROVE FY 2017 BUDGET REVISION FOR AMP 6

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2017 Budget Revision for AMP 6 in the form attached hereto.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-11 was adopted.

RESOLUTION 17-12

RESOLUTION TO APPROVE FY 2017 BUDGET REVISION FOR AMP 7

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2017 Budget Revision for AMP 7 in the form attached hereto.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-12 was adopted.

RESOLUTION 17-13

RESOLUTION TO APPROVE FY 2017 BUDGET REVISION FOR AMP 8

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2017 Budget Revision for AMP 8 in the form attached hereto.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-13 was adopted.

RESOLUTION 17-14

RESOLUTION TO APPROVE FY 2017 BUDGET REVISION FOR COCC

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2017 Budget Revision for COCC in the form attached hereto.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-14 was adopted.

Next were Resolutions to Approve FY 2018 Budgets for AMP 1, AMP 2, AMP 3, AMP 4, AMP 5, AMP 6, AMP 7, AMP 8 and COCC. Assistant Director Finnegan informed the Board this Budget needed to be approved for the Housing Authority to have something in place before the start of the Fiscal Year. After discussion, the following Resolutions were introduced.

RESOLUTION 17-15

RESOLUTION TO APPROVE FY 2018 BUDGET FOR AMP 1

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2018 Budget for AMP 1 as projected.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-15 was adopted.

RESOLUTION 17-16

RESOLUTION TO APPROVE FY 2018 BUDGET FOR AMP 2

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2018 Budget for AMP 2 as projected.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-16 as adopted.

RESOLUTION 17-17

RESOLUTION TO APPROVE FY 2018 BUDGET FOR AMP 3

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2018 Budget for AMP 3 as projected.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-17 was adopted.

RESOLUTION 17-18

RESOLUTION TO APPROVE FY 2018 BUDGET FOR AMP 4

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2018 Budget for AMP 4 as projected.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-18 was adopted.

RESOLUTION 17-19

RESOLUTION TO APPROVE FY 2018 BUDGET FOR AMP 5

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2018 Budget for AMP 5 as projected.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-19 was adopted.

RESOLUTION 17-20

RESOLUTION TO APPROVE FY 2018 BUDGET FOR AMP 6

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2018 Budget for AMP 6 as projected.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-20 was adopted.

RESOLUTION 17-21

RESOLUTION TO APPROVE FY 2018 BUDGET FOR AMP 7

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2018 Budget for AMP 7 as projected.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-21 was adopted.

## RESOLUTION 17-22

## RESOLUTION TO APPROVE FY 2018 BUDGET FOR AMP 8

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2018 Budget for AMP 8 as projected.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-22 was adopted.

## RESOLUTION 17-23

## RESOLUTION TO APPROVE FY 2018 BUDGET FOR COCC

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2018 Budget for COCC as projected.

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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and RESOLUTION 17-23 was adopted.

**Reports****Capital Fund Program**

Executive Director Young stated that the Capital Fund Program report was in the Board packets. Executive Director Young reviewed and summarized the Capital Fund Program report for the Board.

**Attorney**

Attorney Clemons stated that there were 15 new evictions being filed in the last covered time period. Attorney Clemons stated that there was only one court appearance. Attorney Clemons updated the Board on the electronic filing process that has started.

**Executive Director**

Executive Director Young informed the Board that there were approximately 665 occupied units, which put the Authority at approximately 85%. Executive Director Young stated that people continue to move out for various reasons.

Executive Director Young informed the Board that Mr. Larry Reinhardt did resign from the Board. Executive Director Young stated that Mr. Reinhardt submitted a letter of resignation, which he had taken to the Jackson County Board office. Executive Director Young stated that if the Board knew of anyone



who might be interested in serving that there is a form the County Board likes to have filled out and that he has copies of the form. Executive Director Young stated that the Authority still has 4 Board members, but that Ms. Korando is still having health issues. Executive Director Young stated that he has informed Ms. Korando that anytime she wants to attend a meeting he would pick her up and take her home as she no longer has a vehicle.

Commissioner Campbell had a question regarding vacancies asking if the Authority is going to have people from Cairo apply. Executive Director Young stated that so far only one or two applicants have been from Cairo and that most people at this point are wanting to stay in Cairo and are waiting to see what is going to happen.

Executive Director Young informed the Board that the Court has ruled in favor of the Authorities in the litigation that we joined against HUD back 3 or 4 years ago, after HUD took over \$700,000 from the Authority. Executive Director Young stated that the government had thirty days to appeal, but the time period is almost up for them to do so. Executive Director Young stated that the Authority will get a high percentage of the monies back, somewhere around \$600,000.

Executive Director Young stated that the Authority has joined with the Senior Food Bank Program. Executive Director Young explained some of the guidelines for Seniors to receive a food box and stated that the Authority had a total of 55 residents apply – 23 from Carbondale and 22 from Murphysboro.

Executive Director Young informed the Board that Section 8 is considering closing the waiting list but that a letter requesting permission to do so will be submitted to the Board when that decision is made.

Executive Director Young stated that Property Manager Mills found out from the Jackson County Health Department that they have approximately \$300 that they are willing to spend on No Smoking signs for the Authority. Executive Director Young stated this will help with HUD's new directive that will be going into effect stipulating there to be no smoking within 25 feet of any Housing Authority building, to include residences.

### **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 Chairwoman Crawshaw, Commissioner Hinton and Commissioner Campbell.

Nays: None.

Acting Chairwoman Crawshaw declared the motion carried and the Board went into Executive Session at 6:20 p.m.

During Executive Session discussion ensued regarding personnel matters.

Upon motion made and seconded, the Board came out of Executive Session at 6:27 p.m.

Acting Chairwoman Crawshaw noted that no official action was taken or requested during Executive Session.

**Adjournment**

After a motion was made, seconded and unanimously carried, Acting Chairwoman Crawshaw declared the meeting adjourned at 6:30 p.m.

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Chairperson

ATTEST:

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Secretary