

**REGULAR MEETING OF THE HOUSING AUTHORITY  
OF THE COUNTY OF JACKSON, ILLINOIS  
November 29, 2017**

The regular meeting of the Housing Authority of the County of Jackson, Illinois was held on Wednesday, November 29, 2017 at 5:30 p.m. to conduct 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**

Chairwoman Brenda Hinton called the meeting to order at 5:35 p.m. with the following members present: Chairwoman Brenda Hinton, Vice Chairwoman Mary Campbell and Commissioner Jennie Crawshaw. Absent were Commissioner Mickey Korando and Commissioner Wileta Brown-Martin. 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 October 25, 2017 meeting were presented to the Board for approval. A motion was made by Vice Chairwoman Campbell to approve the minutes; which motion was seconded by Commissioner Crawshaw. Upon roll call the ayes were three, nays none. Chairwoman Hinton declared the motion carried and the minutes of October 25, 2017 were approved as published.

**Approval of Payment of Bills**

Bills for October 2017 were presented to the Board for approval of payment. After discussion, a motion was made by Commissioner Crawshaw to approve the payment of the bills, which motion was seconded by Vice Chairwoman Campbell. Upon roll call the ayes were three, nays none. Chairwoman Hinton declared the motion carried and the payment of bills for October 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 Approve Updated Section 8 Admin Plan. Executive Director Young informed the Board that Section 8 had ordered a Nan McKay plan – who is the foremost trainer for Public Housing and Section 8 personnel – which includes all the latest changes and modified it to fit the Authority's Section 8 Program. Executive Director Young stated a Resolution was needed unless there were any questions. After a brief discussion the following Resolution was introduced.

RESOLUTION 17-30

RESOLUTION TO APPROVE UPDATED SECTION 8 ADMIN PLAN

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the adoption of the Updated Section 8 Admin Plan.

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

Ayes:            Chairwoman Hinton, Vice Chairwoman Campbell and Commissioner Crawshaw.

Nays: None.

Chairwoman Hinton declared the motion carried and Resolution 17-30 was adopted.

Next was a Resolution to Approve Low Bid for Roof Repair at 415 Chestnut Street, IL53-02/Carbondale under Capital Fund Program IL06P05350116. Executive Director Young stated that a bid opening was held on November 21, 2017 at 2:00 p.m. at the Housing Authority offices at which time the following bids were opened:

<u>Bidder</u>	<u>Amount</u>
DRT Construction, Inc. Murphysboro, IL	\$10,200.00
S & D Contracting, Inc. Marion, IL	\$13,008.00

Executive Director Young stated that DRT Construction has worked for the Authority before and done excellent work. Executive Director Young stated that the Authority sees no reason not to accept the low bidder. After discussion the following Resolution was introduced.

#### RESOLUTION 17-31

#### RESOLUTION TO APPROVE LOW BID FOR ROOF REPAIR AT 415 CHESTNUT STREET, IL53-02/CARBONDALE UNDER CAPITAL FUND PROGRAM IL60P05350116

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the low bid of DRT Construction of Murphysboro, Illinois in the amount of Ten Thousand Two Hundred Dollars (\$10,200.00) for Roof Repair at 415 Chestnut Street, IL53-02/Carbondale under Capital Fund Program IL06P05350116.

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

Ayes: Chairwoman Hinton, Vice Chairwoman Campbell and Commissioner Crawshaw.

Nays: None.

Chairwoman Hinton declared the motion carried and Resolution 17-31 was adopted.

Next was a Resolution to Approve Low Bid for Renovations at 702 Bridgewood/IL53-01, Murphysboro; 1425 Old West Main Apt 307 and Apt 309/IL53-12, Carbondale; and 515 B Lake Heights and 1117 A East College/IL53-14, Carbondale under Capital Fund Program IL06P05350116. Executive Director Young stated that a bid opening was held on November 21, 2017 at 2:00 p.m. at the Housing Authority offices and at that time the following bids were opened:

<u>Bidder</u>	<u>Amount</u>
DRT Construction, Inc. Murphysboro, IL	\$97,500.00

BCMW Community Services Centralia, IL	\$102,500.00
SAB Construction, Inc. Marion, IL	No Bid

Executive Director Young stated that the unit in Murphysboro should be 702 and not 707 as indicated on Agenda. Executive Director Young stated that there was no reason to accept the low bidder. After discussion the following Resolution was introduced.

#### RESOLUTION 17-32

RESOLUTION TO APPROVE LOW BID FOR RENOVATIONS AT 702 BRIDGEWOOD/IL53-01, MURPHYSBORO; 1425 OLD WEST MAIN APT 307 and APT 309/IL53-12, CARBONDALE; AND 515 B LAKE HEIGHTS AND 1117 A EAST COLLEGE/IL53-14, CARBONDALE UNDER CAPITAL FUND PROGRAM IL06P05350116

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the low bid of DRT Construction of Murphysboro, Illinois in the amount of Ninety-Seven Thousand Five Hundred Dollars (\$97,500.00) for Renovations at 702 Bridgewood/IL53-01, Murphysboro; 1425 Old West Main Apt 307 and Apt 309/IL53-12, Carbondale; and 515 B Lake Heights and 1117 A East College/IL53-14, Carbondale under Capital Fund Program IL06P05350116.

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

Ayes: Chairwoman Hinton, Vice Chairwoman Campbell and Commissioner Crawshaw.

Nays: None.

Chairwoman Hinton declared the motion carried and Resolution 17-32 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 was nothing out of the ordinary this month, just evictions. Attorney Clemons stated that FED (Forcible Entry and Detainment) needed to be gotten rid of as the Illinois Legislature says it will no longer be called that and the word "Eviction" substituted as people did not know what FED meant.

##### **Executive Director**

Executive Director Young informed the Board that there were currently 3 maintenance personnel off work – 2 due to medical problems and 1 for a Workman's Comp medical problem. Executive Director Young stated that he hired a temporary person for 90 days in accordance with the Union Contract.

Executive Director Young updated the Board on the Authority's vacancy status. Executive Director Young stated that the Authority currently has 652 occupied, which puts the Authority at approximately 82%, but will be renting 4-7 units by the middle of next week. Executive Director Young stated that occupancy is a continual

battle, but that the Authority is trying to rent units as quickly as possible. Executive Director Young stated that HUD of course would like the numbers higher.

Executive Director Young informed the Board that the Authority just finished REAC inspections a couple of weeks ago – and that 6 of the 8 AMPs were inspected. Executive Director Young stated that the scores were not too bad – none below an 80 and a couple of them were in the 90s.

Executive Director Young stated that he did get a call and visit from Molly Parker from the Southern Illinoisan, who has been writing all the articles on the Alexander County Housing Authority situation. Executive Director Young informed the Board of what the meeting entailed. Executive Director Young stated that Ms. Parker stated she would let him see the article before publishing it.

Chairwoman Hinton asked if the recent murder in Carbondale took place on Authority property. Executive Director Young stated that it did and explained that the young lady who killed the man had been barred from Authority property for years. Executive Director Young stated that she had been arrested on our property on that Saturday around 2 p.m. but then came back and stabbed the man. There was discussion regarding this matter.

### **Executive Session**

At this time there was no need for Executive Session.

### **Adjournment**

After a motion was made by Vice Chairwoman Campbell, seconded by Commissioner Crawshaw and unanimously carried, Chairwoman Hinton declared the meeting adjourned at 6:22 p.m.

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Chairperson

ATTEST:

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Secretary