

**REGULAR MEETING OF THE HOUSING AUTHORITY
OF THE COUNTY OF JACKSON, ILLINOIS
October 24, 2018**

The regular meeting of the Housing Authority of the County of Jackson, Illinois was held on Wednesday, October 24, 2018 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 5:40 p.m. with the following members present: Chairwoman Brenda Hinton, Vice Chairwoman Mary Campbell and Commissioner Wileta Brown-Martin. Absent were Commissioner Whitney Endres and Commissioner Theresa Doerr. Also present were Executive Director Young, Assistant Director Rosemary Finnegan and Attorney John Clemons.

Introduction of Visitors

There were no visitors present, but in attendance were Housing Authority employees Accounting Payable Manager Sheila Rae and Property Manager Oueida Mills.

Approval of Minutes

Minutes of the September 26, 2018 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 Brown-Martin. Upon roll call the ayes were three, nays none. Chairwoman Hinton declared the motion carried and the minutes of September 26, 2018 were approved as published.

Approval of Payment of Bills

Bills for September 2018 were presented to the Board for approval of payment. After discussion, a motion was made by Commissioner Brown-Martin 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 September 2018 were approved for payment as shown on the attached lists. Vice Chairwoman Campbell mentioned that reading the checklist on her computer is difficult. Commissioner Brown-Martin asked about the payment to Wagner Law Firm. Assistant Director Finnegan stated that the Authority had to acquire a new firm to write pension documents and restate the plan if required by IRS rulings as Principal will no longer be doing this for its clients.

Old Business

Currently there was no Old Business.

New Business

Executive Director Young reported on the progress made on the HUD Compliance Review. Executive Director Young stated that the Authority had requested that HUD close two more items from the review – that they were concerns, not findings, of HUD's. Executive Director Young stated they were concern #1 – updating the Authority By-Laws, which the Board had done, and concern #5 – making the recommended adjustments to the ACOF. Executive Director Young informed the Board what the Authority had done to close two additional findings from the compliance report – the financial policies and the staff evaluations. Executive Director Young stated this request had been submitted on October 11, 2018, but that he had received no confirmation to date. Executive Director Young stated that the Authority is continuing to work on closing out the rest of the items.

There followed a discussion brought up by Vice Chairwoman Campbell regarding a dog letter a resident received at 53-16 (cottages behind 1425 Old West Main high-rise). Executive Director Young stated he would investigate the situation further. There was also a discussion regarding Property Manager's punctuality for appointments and the lack of privacy when re-exams are performed in the community room.

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 ongoing projects in the Capital Fund Program report for the Board.

Attorney

Attorney Clemons reviewed his report for the Board. Attorney Clemons asked Executive Director Young about a police report. Executive Director Young stated he would fax it to Attorney Clemons tomorrow.

Executive Director

Executive Director updated the Board regarding vacancies. Executive Director Young stated that the Authority had 675 units occupied as of the last report he was given – approximately 85% - but that the Authority had done a few more rentals since that report. Executive Director Young stated the Authority does a lot of rentals but has a high turnover rate. Executive Director Young stated that the Authority does not seem to have a real stable population.

Executive Director Young stated that the City of Murphysboro is finally doing road work in the Bridgewood area – curbing and streets. Executive Director Young stated that the City has been promising this for 12-15 years and that the Authority went from trash cans to dumpster at the City's request to make the road work easier. Executive Director Young stated that he hopes the City will then move on to the Valley Ridge area.

Executive Director Young informed the Board that REAC inspections were done today in AMP 2 – Carbondale and Elkhart. Executive Director Young stated that AMP 2 had problems with trash, tripping hazards and blocked egresses.

Executive Director Young informed the Board that the Authority had sold the 1998 Ford Taurus for \$1025.00. Executive Director Young stated that he had ordered two new Chevy Cruzes through a State purchasing program.

Executive Director Young asked the Board about the dates for the November and December meetings and the dates those meetings fall on. After reviewing the provided calendars, it was the Board consensus that the November 28th meeting date was fine and agreed to change the December meeting date to the 19th.

Executive Session

A motion was made by Vice Chairwoman Campbell 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 Brown-Martin. Upon roll call the ayes and nays were as follows:

Ayes: Chairwoman Hinton, Vice Chairwoman Campbell and Commissioner Brown-Martin.

Nays: None.

Chairwoman Hinton 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 6:57 p.m.

Chairwoman Hinton stated that no official action was taken or requested during Executive Session.

Adjournment

After a motion was made by Commissioner Brown-Martin, seconded by Vice Chairwoman Campbell and unanimously carried, Chairwoman Hinton declared the meeting adjourned at 6:59 p.m.

Chairperson

ATTEST:

Secretary