

**REGULAR MEETING OF THE HOUSING AUTHORITY
OF THE COUNTY OF JACKSON, ILLINOIS
June 27, 2018**

The regular meeting of the Housing Authority of the County of Jackson, Illinois was held on Wednesday, June 27, 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 5:35 p.m. with the following members present: Chairwoman Brenda Hinton, Vice Chairwoman Mary Campbell, Commissioner Whitney Endres and Commissioner Theresa Doerr. Absent was Commissioner Wileta Brown-Martin. Also present was Director Tyler Young, Assistant Director Rosemary Finnegan and Attorney John Clemons.

Introduction of Visitors

Present were Housing Authority employees Accounting Payable Manger Sheila Rae and Property Manager Oueida Mills.

Approval of Minutes

Minutes of the May 23,2018 meeting were presented to the Board for approval. A motion was made by Vice Chairwoman Mary Campbell to approve the minutes; which motion was seconded by Commissioner Doerr. Upon roll call the ayes were four, nays none. Chairwoman Hinton declared the motion carried and the minutes of May 23, 2018 were approved as published.

Approval of Payment of Bills

Bills for May 2018 were presented to the Board for approval of payment. After discussion, a motion was made by Vice Chairwoman Mary Campbell to approve the payment of the bills, which motion was seconded by Commissioner Doerr. Upon roll call the ayes were four, nays none. Chairwoman Hinton declared the motion carried and the payment of bills for May 2018 were approved for payment as shown on the attached lists.

Commissioner Brown-Martin arrived at 5:40 p.m.

Old Business

At this time there was no Old Business.

New Business

First on the Agenda was a Resolution to Approve Write Off of Bad Debts for Three Month Period Ending June 26, 2018. Executive Director Young stated that this is a bookkeeping procedure that is recommended be done on a regular basis, but that these are still collectible monies. After a short discussion the following Resolution was introduced.

RESOLUTION 18-14

RESOLUTION TO APPROVE WRITE OFF OF BAD DEBTS FOR
THREE MONTH PERIOD ENDING JUNE 26, 2018

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 26, 2018 in the amount of Forty-six Thousand Four Hundred Ninety-four Dollars and Forty-seven Cents (\$46,494.47).

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and Resolution 18-14 was adopted.

Next was a Resolution to Approve Low Bid for One Year Contract Floor Tile Abatement All AMPs under Capital Fund Program IL01P0535117. Executive Director Young stated that a bid opening was held on June 21, 2018 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>
Schemel-Tarrillion, Inc. Perryville, MO	\$4.53/s.f.
Crossroads Construction Services, Inc. Wentzville, MO	\$3.93/s.f.
United Thermal Industries, Inc. Marion, IL	\$5.56/s.f.

Executive Director Young stated that there was no reason to not accept the low bid. After discussion the following Resolution was introduced.

RESOLUTION 18-15

RESOLUTION TO APPROVE LOW BID FOR ONE YEAR CONTRACT FLOOR TILE ABATEMENT ALL AMPs UNDER CAPITAL FUND PROGRAM IL01P0535117

RESOLVED by the Board of Commissioner of the Housing Authority of the County of Jackson, Illinois to accept the low bid of Crossroads Construction Services, Inc., of Wentzville, MO for a One Year Contract for Floor Tile Abatement for all AMPs in the amount of Three Dollars and Ninety-three Cents (\$3.93) per square foot.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and Resolution 18-15 was adopted.

Next Assistant Director Finnegan asked the Board for a Resolution on the Budget Revision for FY 2018. Assistant Director Finnegan stated that this is taking the budget from last June and bringing things closer in line. After a brief discussion, the following Resolutions were introduced.

RESOLUTION 18-16

RESOLUTION TO APPROVE FY 2018 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 2018 Budget Revision for AMP 1 in the form attached hereto.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-16 was adopted.

RESOLUTION 18-17

RESOLUTION TO APPROVE FY 2018 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 2018 Budget Revision for AMP 2 in the form attached hereto.

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

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

Nays: None.

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

RESOLUTION 18-18

RESOLUTION TO APPROVE FY 2018 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 2018 Budget Revision for AMP 3 in the form attached hereto.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-18 was adopted

RESOLUTION 18-19

RESOLUTION TO APPROVE FY 2018 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 2018 Budget Revision for AMP 4 in the form attached hereto.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-19 was adopted

RESOLUTION 18-20

RESOLUTION TO APPROVE FY 2018 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 2018 Budget Revision for AMP 5 in the form attached hereto.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-20 was adopted

RESOLUTION 18-21

RESOLUTION TO APPROVE FY 2018 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 2018 Budget Revision for AMP 6 in the form attached hereto.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-21 was adopted.

RESOLUTION 18-22

RESOLUTION TO APPROVE FY 2018 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 2018 Budget Revision for AMP 7 in the form attached hereto.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-22 was adopted.

RESOLUTION 18-23

RESOLUTION TO APPROVE FY 2018 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 2018 Budget Revision for AMP 8 in the form attached hereto.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-23 was adopted.

RESOLUTION 18-24

RESOLUTION TO APPROVE FY 2018 BUDGET REVISION FOR COCC

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2018 Budget Revision for COCC in the form attached hereto.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-24 was adopted.

Next were Resolutions to Approve FY 2019 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 18-25

RESOLUTION TO APPROVE FY 2019 BUDGET FOR AMP 1

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2019 Budget for AMP 1 as projected.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-25 was adopted.

RESOLUTION 18-26

RESOLUTION TO APPROVE FY 2019 BUDGET FOR AMP 2

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2019 Budget for AMP 2 as projected.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-26 was adopted.

RESOLUTION 18-27

RESOLUTION TO APPROVE FY 2019 BUDGET FOR AMP 3

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2019 Budget for AMP 3 as projected.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-27 was adopted.

RESOLUTION 18-28

RESOLUTION TO APPROVE FY 2019 BUDGET FOR AMP 4

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2019 Budget for AMP 4 as projected.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-28 was adopted.

RESOLUTION 18-29

RESOLUTION TO APPROVE FY 2019 BUDGET FOR AMP 5

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2019 Budget for AMP 5 as projected.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-29 was adopted.

RESOLUTION 18-30

RESOLUTION TO APPROVE FY 2019 BUDGET FOR AMP 6

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2019 Budget for AMP 6 as projected.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-30 was adopted.

RESOLUTION 18-31

RESOLUTION TO APPROVE FY 2019 BUDGET FOR AMP 7

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2019 Budget for AMP 7 as projected.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-31 was adopted.

RESOLUTION 18-32

RESOLUTION TO APPROVE FY 2019 BUDGET FOR AMP 8

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2019 Budget for AMP 8 as projected.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-32 was adopted.

RESOLUTION 18-33

RESOLUTION TO APPROVE FY 2019 BUDGET FOR COCC

RESOLVED by the Board of Commissioners of the Housing Authority of the County of Jackson, Illinois to approve the FY 2019 Budget for COCC as projected.

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

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

Nays: None.

Chairwoman Hinton declared the motion carried and RESOLUTION 18-33 was adopted.

Next was a Discussion of and/or Resolution to Approve Revised Jackson County Housing Authority By-Laws. After a short discussion it was the Board consensus to table this item until the July meeting.

The next item on the Agenda was discussion of Internet Providers. Executive Director Young reviewed all the information he had available for the Board. After a brief discussion it was the Board consensus that the Authority not make any changes to its internet provider. Executive Director Young asked the Board to pass a motion regarding this. A motion was made by Vice Chairwoman Campbell that the Authority stay with its current internet provider, which motion was seconded by Commissioner Brown-Martin. Upon roll call the ayes were five, nays none. Chairwoman Hinton declared the motion carried.

Next was a discussion of 24-hour resident parking at IL53-10/Carbondale. Executive Director Young informed the Board that per the Property Manager there was no need for this at this time.

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 stated there were a few more cases filed in the last month than normal. Attorney Clemons stated that the Authority had a tenant it was having problems getting the summons filed on, so he had enlisted Carbondale Police Department to work with Jackson County Sheriff to get the tenant served.

Executive Director

Executive Director Young stated that the Authority had finished the environmental review for the demolition at IL53-02/Carbondale and had submitted it to HUD. Executive Director Young stated that County Board Chairman Rendleman was required to sign the environmental reviews and that the Authority had also completed the environmental review for the Capital Fund Program, but that Chairman Rendleman has had it for twice weeks. Executive Director Young asked the Board if anyone had any sway with the Chairman to get it signed.

Executive Director Young stated that the Authority has 793 units, currently 681 are rented which is 85.9% occupied. Executive Director Young stated there were a number of move-ins, but also a number of moveouts. Executive Director Young stated that the Authority continues to try and rent units that are turned around.

Executive Director Young stated that the Authority is looking at possibly doing some things with the offset reserve monies and that he may come back to the Board with some requests in regards to that.

Executive Director Young explained that there was some training that was required by the State of Illinois in regards to FOIA and the Open Meetings Act that must be completed by new Board members. Executive Director Young informed the Board members of the website they needed to go to in order to complete this training.

Executive Director Young stated that AMP 8 (IL53-12 and 53-16/Carbondale) received a score of 91 for its REAC inspections.

Executive Director Young informed the Board that parking can sometimes be tight at the building the Board meetings are held in as there are a lot of younger tenants in that building who have cars. Executive Director Young stated that if a parking spot on the North side of the building which says reserved is open it is ok to park in it as those are utilized for employees during the day.

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 Endres and unanimously carried, Chairwoman Hinton declared the meeting adjourned at 7:00 p.m.

Chairperson

ATTEST:

Secretary