

**MINUTES OF THE MONTHLY MEETING OF THE
WHITE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

Tuesday, April 21, 2026 at 6:00 P.M.

The regular monthly meeting of the White County Housing Authority Board of Commissioners convened at 6:00 p.m., held at the White County Housing Authority Main office at 500 Fourth Street, Crossville, IL.

Board Members Present: Iann Mick, Chairperson, Commissioners Chris Birkla and Melody Nelson

Absent: Commissioners Brent Floyd and Austin Rahmoeller

Others Present: Executive Director Pam Deig, Amber Sauls, Occupancy Clerk

Guests:

Minutes

- A motion to approve the minutes of the March 2026, regular meeting was made by Commissioner Nelson, seconded by Commissioner Birkla, with all ayes.
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Treasurer's Report and Cash Disbursements:

- Executive Director Pam Deig presented the board with financials for both January and February, since the February meeting was cancelled.
 - March ending bank balance in CNB totaled \$30,219.58 and BANTERRA totaled \$208,692.53, with cash balance of \$238,912.11.

A motion to approve the Treasurers Report & Cash Disbursements was made by Commissioner Birkla, seconded by Commissioner Nelson, with all ayes.

Public Comments

Communications:

- Board Members – non reported
- Litigations – Executive Director Deig reported none at this time.
- Director's Report - Executive Director Pam Deig presented the board with the Director's report.
 - Deig reported on unit 2B in Crossville and informed the board WCHA would be taking possession once all responses were received, and Eviction attorney was in agreement.
 - 2026 Recertification have been completed and 50058s will be sent up May 1, 2026.
 - Upcoming Leases that have been set for 12A CV and 318E GV
 - Housekeeping Inspections were scheduled in units that had concerns after monthly pest control.
 - Horizon Software has received the signed contract and the 1st installment will be sent.
 - Cameras on all sites and will be adding more where needed.
 - Two trees removed on N Main Street site due to limbs falling out onto tenant parking lot. Maintenance took a small tree down on Main Street behind a unit that had limbs falling on roof.
 - HVAC Upgrades Phase II project in the beginning phases.
- Vacancies – Executive Director Deig stated the Housing Authority's vacancy rate is at 95% and we are completing unit turnarounds and leasing units at a good rate. Currently still have some units set aside as HUD Vacant Approved to receive operational funding while units are being flipped. Deig reported on all vacancies and included units that are being flipped and lease dates.
- Capital Funds - Executive Director Pam Deig provided the board a copy of the Capital Funds balance of \$749,693.00, that includes 2023, 2024 and 2025.
- Operating Funds – Executive Director Deig provided the board with the 2026 Operating Fund balance of \$85,827.00, that included additional Operating Funding of \$19,035.00 from HUD on 4/10/2026.

Old Business

- Reappointment of Commissioners Iann Mick and Chris Birkla was approved at the White County Board meeting on 02/17/2026. – no action from board needed
- Quotes for repairs to E150 Van – Executive Director to get a trade in quote from Uebhlor & Sons in Jasper, Indiana.
 - Executive Director Deig reported she has not yet completed and will try to schedule a time to go to Jasper.

New Business

- Approve DEMO/DISP of Property located at 601 Level Street (Units 13A/13B) Norris City, Illinois
 - Executive Director Deig presented to the board the information on Units 13A/13B on Level Street in Norris City. Deig stated after she spoke with her PHA team in order to move forward we will need an environmental review to begin the Demo/Dispo. Deig stated she is in the process of finding an engineering company to complete the review.

1313 (02-337)

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of White County Housing Authority approved to move forward with doing the environmental review to begin the De Minimis demo/dispo process. A motion was made by Commissioner Birkla, seconded by Commissioner Nelson, with all ayes.

- WCHA Window A/C Units – no motions made
- White County Housing Authority FOIA Officers – Freedom of Information Act Resolution – FOIA 2026
 - Executive Director Deig presented the FOIA 2026 Resolution to the board of commissioners and stated by her and Amber Sauls, Occupancy Clerk have completed the FOIA/OMA certifications. Deig recommended the board approve to have (2) officers on the resolution.

1313 (02-338)

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of White County Housing Authority approved to adopt Resolution FOIA 2026 with (2) Officers, Pamela Deig and Amber Sauls. A motion was made by Commissioner Nelson, seconded by Commissioner Birkla, with all ayes.

- Spring into Wellness Expo – May 1, 2026 (10x10) Booth Rental \$50 – Pam and Amber attending
 - Commissioner Birkla made a motion to approve the attendance to the Spring into Wellness Expo, seconded by Commissioner Nelson, with all ayes.
- ECHO Commissioners Training – April 30 thru May 1, 2026 – Melody and Pam attending
 - Commissioner Birkla made a motion to approve the attendance to the Spring into Wellness Expo, seconded by Commissioner Nelson, with all ayes.

Closed Session

- The regular meeting of the board entered into closed session. Board Chair Mick motion to exit the regular meeting at 7:01 p.m. to go into closed session to discuss update on termination of employee on 3/2/2026, seconded by Commissioner Nelson, with all ayes.
- The board returned to open session at 7:08 p.m.
No final action was taken during closed session.

Motion to adjourn was made by Commissioner Nelson, seconded by Commissioner Birkla at 7:09 p.m., with all ayes.

WHITE COUNTY HOUSING AUTHORITY

BY: _____

TITLE: _____