

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

Tuesday, December 16, 2025, 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, Melody Nelson, Vice-Chair, Commissioners Brent Floyd, Chris Birkla, Austin Rahmoeller

Others Present: Executive Director Pam Deig

Guests:

A motion to approve the minutes of the October 2025, regular meeting was made by Commissioner Birkla, seconded by Commissioner Nelson, with all ayes.

Treasurer's Report and Cash Disbursements:

- Executive Director Pam Deig presented the board with financials for both October and November.
 - October Ending bank balances in CNB and BANTERRA, including Banterra CD of \$35,912.87, totaled \$288,840.29.
 - November ending bank balance in CNB and BANTERRA, which includes the CD deposit of \$36,656.18 that matured on 11/2/2025, totaled \$283,390.89.

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

Public Comments – no public comments

Communications:

- Board Members
 - Litigations – Executive Director Deig reported one litigation with a Norris City tenant.
 - Director's Report - Executive Director Pam Deig presented the board with the Director's report (report attached).
 - Vacancies – Executive Director Deig stated the Housing Authority's vacancy rate is at HUD approved 96% at this time. Deig presented the vacancy control log to all board members and explained the current status of empty units and upcoming leases.
 - Capital Funds - Executive Director Pam Deig provided the board a copy of the Capital Funds balance of \$769,693.00, that includes 2023, 2024 and 2025. Deig also provided the board with a CFP Budget breakdown for 2023, 2024 and 2025 to show balances in fund lines.
 - 2025 Operating Funds – Executive Director Pam Deig provided the board with a copy of the Operating Funds balance of \$37,589.00.
-

Old Business – none

New Business

- Pest Control Service BID
 - Executive Director Deig informed the board it has been three years since pest control services have been out for BID. Deig prepared a BID for board review. The BID will be advertised and posted on the housing authority website. BIDs will be accepted until Tuesday, January 13, 2026, no later than 4:00 p.m.

▪ **1310 (02-330)**

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of White County Housing Authority approved to BID for Pest Control Services. A motion was made by Commissioner Birkla, seconded by Commissioner Floyd, with all ayes.

- Secure Quotes for new PHA Software
 - Executive Director Deig informed the board that current software program contract ends on July 31, 26. Deig stated the software contract was entered between the previous executive director and locked in for five years. Deig stated the software is overpriced and underperforms, which is why soliciting for a new software is financially a good decision overall.

1311 (02-331)

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of White County Housing Authority approved for Executive Director Pam Deig to seek new software quotes. A motion was made by Commissioner Birkla, seconded by Commissioner Rahmoeller, with all ayes.

- AHRMA 2026 Insurance Renewal
 - The 2026 Insurance Renewal and installment information was presented to the board. Deig stated she has been paying the renewal in 2 semi-annual installments and wishes to continue.

1312 (02-332)

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of White County Housing Authority approved for Executive Director Pam Deig to process AHRMA's renewal payments in 2 semi-installment payments. A motion was made by Commissioner Rahmoeller, seconded by Commissioner Nelson, with all ayes.

- Eggemeyer Associates Architects HVAC Upgrades Phase 2 Project IL-68-1/Norris City, IL-68-2/Crossville & IL-68-3/Grayville – **Tabled to January monthly meeting**

Motion to adjourn was made by Commissioner Birkla, seconded by Commissioner Floyd at 7:00 p.m., with all ayes.

WHITE COUNTY HOUSING AUTHORITY

BY: _____

TITLE: _____