

MINUTES OF THE MONTHLY MEETING OF THE
WHITE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS
HELD AT 6:00 P.M., TUESDAY October 24, 2023

The regular monthly meeting of the White County Housing Authority Board of Commissioners convened at 6:00 p.m., at White County Housing Authority Community Center, Crossville, IL.

Those present for the meeting were: Chris Birkla Chairperson, Andi Ford Vice Chairperson, Brent Floyd, Commissioner, Pam Deig Executive Director and Wendy Stone Occupancy Clerk. Absent Melody Nelson and Iann Mick.

A motion to approve the minutes of the September 26, 2023 meeting was made by Commissioner Floyd, seconded by Commissioner Ford. Motion was approved unanimously.

A motion to approve the Treasurers Report & Cash Disbursements was made by Commissioner Ford, seconded by Commissioner Floyd. Motion was approved unanimously.

Occupancy Clerk Wendy Stone updated the board on the current vacancies.

Executive Director Pam Deig updated the board on Capital Funds/Operating Funds.

Executive Director Pam Deig presented the board with the Director's report (attached) and updated them.

1262 (02-282)

NOW THEREFORE BE IT RESOLVED by the board of Commissioners of White County Housing Authority to approve the changes to the White County Housing Authority Procurement Policy, Section 2.0 PROCUREMENT METHODS section 2.1 SMALL PURCHASE PROCEDURES:

- (A – GENERAL) any contract not exceeding \$100,000 may be in accordance with the small procedures authorized in this section.
- (D – SMALL PURCHASES OVER \$25,000) no less than two offers shall be solicited to submit price quotations, but three offerors is preferred.

Motion was made by Commissioner Ford to accept the changes presented to 2.0 PROCUREMENT METHODS, section 2.1 SMALL PURCHASE PROCEDURES (sections A and D) and seconded by Commissioner Floyd. Motion was approved unanimously.

Executive Director Pam Deig updated the board on the troubles the 2017 Ford Transit Van WCHA purchased in 2017 it has been in the shop numerous times and is going to be expensive to repair.

Executive Director Pam Deig got four comparisons for a new maintenance van:

1. Jansen Ford Carmi has a 2021 GMC Sierra Cargo Van with 23,000 miles for \$37,990. This van has 3-year 36,000 miles bumper to bumper warranty that carried over that was activated on 11-10-2021 which leaves 1 full year or 12,300 miles whichever comes first. It also had a 5-year 60,000 miles powertrain limited with road side assistance that did not

carry over, but quoted an extended warranty to 100,000 miles for \$2,500. The cost of this van will be \$23,055 after trade in, license, taxes, and extended warranty.

2. Jasper Uebelhor & Sons 24,000 miles for \$42,000
3. Vincennes 20,000 miles for \$42,000
4. Champion Chevrolet Buick GMC La Grange, KY \$37,700

1263 (02-283)

NOW THEREFORE BE IT RESOLVED by the board of Commissioners of White County Housing Authority to approve the purchase of the 2021 GMC van with extended warranty for \$23,055 and the trade in of the 2017 Ford Transit van from Jansen Ford. Motion was made by Commissioner Ford, seconded by Commissioner Floyd. Motion was approved unanimously.

Executive Director updated the board on Midwest Inspection Services, LLC. They are a company that comes in and does inspections like HUD would, you tell them how many units you would like inspected they charge an amount per unit. This helps to get Housing Authorities ready for HUD inspections. The quote for 55 residential buildings would be \$14 per unit for a total of \$770, and for the 5 community buildings \$14 per building would be \$70 for a total of \$840.

1264 (02-284)

NOW THEREFORE BE IT RESOLVED by the board of Commissioners of White County Housing Authority to approve Midwest Inspections Services, LLC to come and perform a PRE-NSPIRE inspection. Motion was made by Commissioner Floyd, seconded by Commissioner Ford. Motion was approved unanimously.

Executive Director Pam Deig updated the board on the Personnel Policy changes to the Holidays for the coming year 2024.

1265 (02-285)

NOW THEREFORE BE IT RESOLVED by the board of Commissioners of White County Housing Authority to approve the Personnel Policy changes to the Holiday schedule from the Court House Holiday schedule and follow the Federal Holiday schedule effective January 1, 2024. Motion was made by Commissioner Ford, seconded by Commissioner Floyd. Motion was approved unanimously.

Motion to adjourn was made by Commissioner Ford, seconded by Commissioner Floyd at 6:38 P.M. Motion was approved unanimously.

WHITE COUNTY HOUSING AUTHORITY

BY: _____

TITLE: _____

ATTEST: _____