

MINUTES OF THE MONTHLY MEETING OF THE
WHITE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS
HELD AT 6:00 P.M., TUESDAY JUNE 27, 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, Melody Nelson Commissioners, Pam Deig Executive Director, and Wendy Stone Occupancy Clerk. Absent Brent Floyd, Iann Mick Commissioners.

A motion to approve the minutes for the May 23, 2023, meeting made by Commissioner Nelson, seconded by Commissioner Ford. Motion approved unanimously.

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

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

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

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

Executive Director Pam Deig updated the board on the three quotes received for washer and dryers for the laundry rooms, the quotes are as follows:

Barton Carroll's Inc. – 5 TV6000WN Speed Queen Top Load Coin Op coin drop coin box and keys \$7,985.00.

4 DV6000WE Speed Queen 220V Electric Dryers Coin Op coin drop coin box and keys \$6,388.00.

4 New prong cords \$0

1 DV6000WG Speed Queen Gas Dryer Coin Op coin drop coin box and keys \$1,677.00.

10 Labor Program Cost Per Load \$0 - Total of \$16,050.00.

Rush Appliance Inc. – 5 TV6000WN Speed Queen Top Load Coin Op \$9,000.00.

1 DV6000WG Speed Queen Gas Dryer Coin Op \$1,900.00.

4 DV6000WE Speed Queen Electric Dryer Coin Op \$7,200.00-Total of \$18,000 Delivery and Setup.

Rush Appliance Inc. – 5 CAE2745GQ Whirlpool Coin Op Washer \$6,250.00.

4 CEM2745FQ Whirlpool Electric Coin Op Dryer \$4,800.00.

1 CGM2745FQ Whirlpool Gas Coin Op Dryer \$1250.00-Total of \$12,300.00 Delivery and Setup, Warranty, 2-year limited parts 90 days Labor.

1254 (02-274)

NOW THEREFORE BE IT RESOLVED by the board of Commissioners of White County Housing Authority accept the quote for Whirlpool washer and dryers submitted by Rush Appliance Inc for all laundry rooms. Motion made by Commissioner Ford, seconded by Commissioner Nelson. Motion approved.

1255 (02-275)

NOW THEREFORE BE IT RESOLVED by the board of Commissioners of the White County Housing Authority that Chris Birkla remain as Chairperson for the next year. Motion made by Commissioner Nelson, seconded by Commissioner Ford. Motion approved unanimously.

1256 (02-276)

NOW THEREFORE BE IT RESOLVED by the board of Commissioners of the White County Housing Authority that Andi Ford remain as Vice-Chairperson for the next year. Motion made by Commissioner Nelson, seconded by Commissioner Ford. Motion approved unanimously.

1257 (02-277)

NOW THEREFORE BE IT RESOLVED by the board of Commissioners of the White County Housing Authority for approval to write off bad debt FYE 2023 for Amanda Doan in the amount of \$1,717.00, Amy Flowers in the amount of \$4,403.00, Billy Morrill in the amount of \$186.00, Brandice Pindell in the amount of \$4,982.00, Cody Cashmore \$667.00, David Johnson in the amount of \$8,190.00, Elizabeth Frost in the amount of \$17,491.50, Geoffrey Miller JR in the amount of \$1,620.25, Hailey McDowell in the amount of \$1,546.00, Jack Paul in the amount of \$280.00, Kathie Rumsey in the amount of \$1,077.00, Preston Londo-Jackson in the amount of \$304.00, Samantha Blake in the amount of \$377.00, Sandra Carty in the amount of \$58.00, Bad Debt Total Amount \$42,898.75. Motion made by Commissioner Ford, seconded by Commissioner Nelson. Motion approved unanimously.

Executive Director Pam Deig presented her reasons for the IMRF wages on the agenda. Last year the board approved bonuses for both her and Wendy Stone. Pam contacted IMRF to clarify if the regular deductions applied to the bonus checks and informed “No” by the IMRF representative. Therefore, when the board approved Year End Bonus checks for all employees, Pam processed the checks the very same way and reported the wages. In January 2023, the Executive Director received an Advice letter from IMRF regarding the (2) bonus checks and found out deductions should have applied to the bonus checks. Pam deducted the additional amounts owing for both her and Wendy from their paychecks over two pay periods. The wages reported for the year-end bonuses processed the very same way left employees owing a total of \$328.75. Pam inquired if the White County Housing Authority would absorb the \$328.75, due to the incorrect information provided by IMRF. The board agreed for WCHA to absorb the employee portion of \$328.75 for the employee Year End Bonuses and a Motion made by Commissioner Ford, seconded by Commissioner Nelson. Motion approved unanimously.

Trash bids for Grayville and Norris City – out of contract – Special meeting scheduled for July 11, 2023, at 6:00 P.M.

Statement of Personnel Policies – in process

Commissioner Nelson made a motion to enter closed session at 6:54 P.M. to discuss matters relating to: Employee Salary Review, seconded by Commissioner Ford. Motion approved unanimously.

Commissioner Ford made a motion to come out of closed session and enter regular session at 7:05 P.M., seconded by Commissioner Nelson. Motion approved unanimously.

1258 (02-278)

NOW THEREFORE BE IT RESOLVED by the board of commissioners of White County Housing Authority that the wage increases for FYE 06-30-2024 are as follows: \$2,179.80 per year for Wendy Stone, \$1.50 per hour for Dustin Sauls and title change to Project Lead, \$1.00 per hour for Gary Johnson, \$1.00 per hour for Daniel Burney, and \$2,500.00 a year for Pam Deig. Motion made by Commissioner Ford, seconded by Commissioner Nelson, Motion approved unanimously.

Motion to adjourn was made by Commissioner Ford, seconded by Commissioner Nelson at 7:05 P.M. Motion approved unanimously.

WHITE COUNTY HOUSING AUTHORITY

BY: _____

TITLE: _____

ATTEST: _____