

MINUTES OF THE MONTHLY MEETING OF THE
WHITE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS
HELD AT 6:00 P.M., TUESDAY MARCH 22, 2022

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 Chairman, Larry Judge, Iann Mick Commissioners, Pam Deig Executive Director and Wendy Stone Occupancy Clerk. absent Melody Nelson Commissioner.

A motion to approve the minutes of the Thursday February 24, 2022 special meeting was made by Commissioner Ford, seconded by Commissioner Mick. Motion was approved unanimously.

A motion to approve the Treasurers Report & Disbursements was made by Commissioner Judge seconded by Commissioner Mick. Motion was approved unanimously.

Chairperson Chris Birkla asked Executive Director Pam Deig to check our by-laws for meeting times and dates and making changes as need, along with public comment time limit.

Executive Director Pam Deig advised the board of retirement of a maintenance worker as of April 1, 2022.

A motion to give Maintenance William David Etheridge a bonus of \$300.00 for his retirement was made by Commissioner Mick. Motion was seconded by Commissioner Ford. Motion was approved unanimously.

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

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

Executive Director Pam Deig discussed with the board the Furnace Replacement and Misc. Upgrades, due to condition of one unit to close out the job and get final payment to the contractors. New furnace and equipment for the unit is already purchased. Once we have possession of the unit Harms Construction will return and complete the job.

A motion to make final payment to Harms Construction for Furnace Replacement and Misc. Upgrades was made by Commissioner Judge, seconded by Commissioner Mick. Motion was approved unanimously.

Board stated no closed session was needed.

Executive Director Pam Deig updated the board on the two bids received for out-going group message system.

Executive Director Pam Deig updated the board on Lead the Way Commissioners on-line training.

Executive Director Pam Dieg updated the board on needing to purchase blinds for units.

A motion to order blinds from World Wide was made by Commissioner Mick, seconded by Commissioner Judge. Motion was approved unanimously.

Executive Director Pam Deig updated the board on Maintenance Management Clinic in April at Springfield, IL. We have a credit held from 2020 so the clinic registration fees are covered.

A motion to send Executive Director Pam Deig and Occupancy Clerk Wendy Stone to attend Maintenance Management Clinic in Springfield April 6th, 7th, and 8th, 2022 was made by Commissioner Ford seconded by Commissioner Judge. Motion was approved unanimously.

Received two bids for mowing: Russell's Mowing, Norris City including lot \$345.00

Grayville \$425.00

Crossville \$160.00

CB's Extreme Scrubbing, Norris City including lot \$600.00

Grayville \$560.00

Crossville \$300.00

1238 (02-258)

NOW THEREFORE BE IT RESOLVED by the board of Commissioners of White County Housing Authority that the bid for mowing submitted by Russell's Mowing be accepted for all sites. Russell's past performance was taken into consideration. Motion was made by Commissioner Mick, seconded by Commissioner Ford. Motion was approved unanimously.

A motion to reimburse Executive Director Pam Deig for charges on personal credit card, due to Housing Authority did not have an active card for purchases of parts needed for maintenance of \$492.44, Homestead website \$41.32, SentryLink background checks \$19.95 = Total \$553.41. Motion was made by Commissioner Mick, seconded by Commissioner Ford. Motion was approved unanimously.

Received two bids for Mass Notification Service:

Onsolve, \$575 a year plus a one-time \$95 charge to implement GroupCast, \$1,700 for first year, \$1,250 for second year

1239 (02-259)

NOW THEREFORE BE IT RESOLVED by the board of Commissioners of White County Housing Authority that the bid for Mass Notification Service submitted by Onsolve be accepted. Motion was made by Commissioner Judge, seconded by Commissioner Ford. Motion was approved unanimously.

Executive Director updated the board on a quote she received for Tree removal from Brandon Stone with Stone Stump Removal, he supplied Certificate of Insurance. Remove 2 trees, haul off, and grind stumps \$375.00.

NOW THEREFORE BE IT RESOLVED by the board of Commissioners of White County Housing Authority to accept the quote provided by Stone Stump Removal for \$375.00. Motion was made by Commissioner Judge, seconded by Commissioner Ford. Motion was approved unanimously.

Motion to adjourn was made by Commissioner Judge, seconded by Commissioner Mick 7:50 p.m. Motion was approved unanimously.

WHITE COUNTY HOUSING AUTHORITY

BY: _____

TITLE: _____

ATTEST: _____