

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
FOR THE HOUSING AUTHORITY OF THE CITY OF PEKIN

The Board of Commissioners for the Housing Authority of the City of Pekin met on Tuesday September 10, 2024, in the boardroom of the Housing Authority's general office at 1901 Broadway in Pekin, Illinois. The meeting was called to order at 4:35 P.M. by Chairman Dave Volz with roll call taken and those present as follows:

PRESENT: Chairman Dave Volz, Commissioner Sharron Church, Commissioner Ann Trumpy, Commissioner Jill Davis, and Vice-Chairman Mary Beth Roffman,

ABSENT: None

ALSO PRESENT: Dennis Green, Executive Director, and Attorney Scott Kriegsman
Chairman Dave Volz requested a motion to approve the minutes of the August 13, 2024, Regular Meeting.

MOTION: By Vice Chairman Mary Beth Roffman, Second by Commissioner Jill Davis, to approve the minutes of the August 13, 2024, Regular Meeting.

Roll call vote as follows:

AYES: Commissioner Jill Davis, Commissioner Sharron Church, Vice-Chairman Mary Beth Roffman, Commissioner Ann Trumpy, and Chairman Dave Volz

NAYS: None

ABSENT: None

Motion approved

The Chairman next called for a motion to approve the bills for payment for the Public Housing program in the amount of \$113,207.56, as amended.

MOTION: By: Commissioner Jill Davis, Second by Commissioner Sharron Church to approve the bills for payment for the public housing program in the amount of \$113,207.56, as amended.

Roll call vote as follows:

AYES: Commissioner Jill Davis, Commissioner Sharron Church, Vice-Chairman Mary Beth Roffman, Commissioner Ann Trumpy, and Chairman Dave Volz

NAYS: None

ABSENT: None

Motion: approved

The Chairman next requested a motion to approve the bills for payment for the Green Valley Apartments in the amount of \$5,630.68.

MOTION: By Commissioner Ann Trumpy, Second by Vice Chairman Mary Beth Roffman to approve the bills for payment for the Green Valley Apartments in the amount of \$5,630.68, as amended.

Roll call vote as follows:

AYES: Commissioner Jill Davis, Commissioner Sharron Church, Vice-Chairman Mary Beth Roffman, Commissioner Ann Trumpy, and Chairman Dave Volz

NAYS: None

ABSENT: None

Motion: approved

The Chairman next requested a motion to approve the bills for payment for the Meadow View Apartments in the amount of \$2,518.01.

MOTION: By Commissioner Ann Trumpy, Second by Vice Chairman Mary Beth Roffman to approve the bills for payment for the Meadowview Apartments in the amount of \$2,518.01.

Roll call vote as follows:

AYES: Commissioner Jill Davis, Commissioner Sharron Church, Vice-Chairman Mary Beth Roffman, Commissioner Ann Trumpy, and Chairman Dave Volz

NAYS: None

ABSENT: None

Motion: approved

A motion was then requested to approve the Mackinaw Apartments bills for payment in the

amount of \$3,711.57

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Jill Davis to approve the bills for payment for the Mackinaw Apartments in the amount of \$3,711.57.

AYES: Commissioner Jill Davis, Commissioner Sharron Church, Vice-Chairman Mary Beth Roffman, Commissioner Ann Trumpy, and Chairman Dave Volz

NAYS: None

ABSENT: None

Motion: approved

A motion was then requested to approve the Delavan Apartments bills for payment in the amount of \$2,222.59.

MOTION: By Commissioner Sharron Church, second by Vice Chairman Mary Beth Roffman to approve the bills for payment for the Delavan Apartments in the amount of \$2,222.59.

AYES: Commissioner Jill Davis, Commissioner Sharron Church, Vice-Chairman Mary Beth Roffman, Commissioner Ann Trumpy, and Chairman Dave Volz

NAYS: None

ABSENT: None

Motion: approved

A motion was then requested to approve the Business Activity bills for payment in the amount of \$1,031.95.

MOTION: By Vice Chairman Mary Beth Roffman, Second by Commissioner Jill Davis to approve the bills for payment for the Business Activity in the amount of \$1,031.95.

AYES: Commissioner Jill Davis, Commissioner Sharron Church, Vice-Chairman Mary Beth Roffman, Commissioner Ann Trumpy, and Chairman Dave Volz

NAYS: None

ABSENT: None

Motion: approved

Chairman Dave Volz then requested a motion to review and file the July financials for the Delavan Apartments.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Jill Davis to review and file the July financials for the Delavan Apartments.

Roll call vote as follows:

AYES: Commissioner Jill Davis, Commissioner Sharron Church, Vice-Chairman Mary Beth Roffman, Commissioner Ann Trumpy, and Chairman Dave Volz

NAYS: None

ABSENT: None

Motion: approved

Public Presentation:

No one from the Public was present

Commissioners Training:

NONE

Old Business:

A. NONE

New Business:

A. Resolution No. 2937-Task Order #2 Authorization to enter into a contract with 1919 Architects for the architectural services for the bathtub and shower surround replacement for the Broadway Apartments in the amount of \$25,815.00 to be paid from CFP 2023 1480 Fees and Costs

MOTION: By Commissioner Ann Trumpy, Second by Vice Chairman Mary Beth Roffman to enter into a contract with 1919 Architects for the architectural services for the bathtub and shower surround replacement for the Broadway Apartments in the amount of \$25,815.00 to be paid from CFP 2023 1480 Fees and Costs

Roll call vote as follows:

AYES: Commissioner Jill Davis, Commissioner Sharron Church, Vice-Chairman Mary Beth Roffman, Commissioner Ann Trumpy, and Chairman Dave Volz

NAYS: None

ABSENT: None

Motion: approved

B. Resolution No.2938- Request to Review and Approve the Annual Plan for 2025

MOTION: By Commissioner Jill Davis, Second by Commissioner Sharron Church to Review and Approve the Annual Plan for 2025

Roll call vote as follows:

AYES: Commissioner Jill Davis, Commissioner Sharron Church, Vice-Chairman Mary Beth Roffman, Commissioner Ann Trumpy, and Chairman Dave Volz

NAYS: None

ABSENT: None

Motion: approved

C. Resolution No. 2939-Request to award a contract to Lowe's for the purchase of 12 refrigerators for the Green Valley Apartments, in the amount of \$8,533.32, to be paid from the operating account.

MOTION: By Commissioner Ann Trumpy, Second by Commissioner Sharron Church to award a contract to Lowe's for the purchase of 12 refrigerators for the Green Valley Apartments, in the amount of \$8,533.32, to be paid from the operating account

Roll call vote as follows:

AYES: Commissioner Jill Davis, Commissioner Sharron Church, Vice-Chairman Mary Beth Roffman, Commissioner Ann Trumpy, and Chairman Dave Volz

NAYS: None

ABSENT: None

Motion: approved

D. Resolution No. 2940-Request to award a contract to Lowe's for the purchase of 12 refrigerators and 12 ranges for the Meadowview Apartments in the amount of \$14,759.50, to be paid from the reserve account

MOTION: By Commissioner Sharron Church, Second by Commissioner Jill Davis to award a contract to Lowe's for the purchase of 12 refrigerators and 12 ranges for the Meadowview Apartments in the amount of \$14,759.50, to be paid from the reserve account

Roll call vote as follows:

AYES: Commissioner Jill Davis, Commissioner Sharron Church, Vice-Chairman Mary Beth Roffman, Commissioner Ann Trumpy, and Chairman Dave Volz

NAYS: None

ABSENT: None

Motion: approved

Consent Agenda

1. Resolution No. 2941-Request for payment #1 to Schemel Companies, Inc in the amount of \$54,735.00, for the replacement of kitchen cabinets at the Broadway Apartments, to be paid from CFP 2022, 1480 Dwelling Unit-Interior.
2. Resolution No. 2942-Review and Approval of the 2025 Utility Allowances for the Broadway Apartments effective January 1, 2025
3. Resolution No. 2943-Review and Approval of the 2025 Utility Allowances for the Park Ridge Apartments effective January 1, 2025
4. Resolution No. 2944-Review and Approval of the 2025 Utility Allowances for the Green Valley Apartments effective January 1, 2025
5. Resolution No.2945- Review and Approval of the 2025 Utility Allowances for Meadow View Apartments effective January 1, 2025
6. Resolution No. 2946-Request for Payment to Assisted Housing Risk Management Association in the Amount of \$21,318.95 for Property, Liability, Auto, and Workmen's

Compensation Coverage for Public Housing for October through December 2024

7. Resolution No. 2947-Request for Payment to Assisted Housing Risk Management Association in the amount of \$1,103.97 for Property, Liability, and Workmen's Compensation Coverage for the Green Valley Apartments from October through December 2024
8. Resolution No. 2948-Request for Payment to Assisted Housing Risk Management Association in the amount of \$1,043.34 for Property, Liability, and Workmen's Compensation Coverage for the Meadow View Apartments from October through December 2024
9. Resolution No. 2949-Request for Payment to Assisted Housing Risk Management Association in the amount of \$808.58 for Property, Liability, and Workmen's Compensation Coverage for the Mackinaw Apartments from October through December 2024

MOTION: By Commissioner Jill Davis, Second by Vice Chairman Mary Beth Roffman to approve the Consent Agenda

Roll call vote as follows:

AYES: Commissioner Jill Davis, Commissioner Sharron Church, Vice-Chairman Mary Beth Roffman, Commissioner Ann Trumpy, and Chairman Dave Volz

NAYS: None

ABSENT: None

Motion approved

General

1. Receive and file the Executive Director's report for September 2024
2. Receive and file the vacancy report as of August 31, 2024, for Public Housing, Green Valley, Meadow View, Mackinaw, and Delavan Apartments.

MOTION: By Commissioner Ann Trumpy, Second by Vice Chairman Mary Beth Roffman to receive and file the Executive Director's and vacancy reports.

Having completed all business for the evening, the Chairman called for a motion to adjourn. A motion was made by Commissioner Ann Trumpy, seconded by, Vice Chairman Mary Beth Roffman to adjourn the meeting. Roll call vote taken. Motion carried unanimously. The meeting adjourned at 5:43 PM.

Dave Volz, Chairman

Dennis D. Green, Secretary/Treasurer