

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, FEBRUARY 16, 2021**

The Commissioners of the Housing Authority of the County of DeKalb met via zoom at 2:35 PM on Tuesday, February 16, 2021.

The meeting was called to order by Chairperson Wahlstrom and upon roll call, those present and absent were as follows:

<u>Commissioners Present</u>	<u>Commissioners Absent</u>
Herodote Hounsrou Adjegan Deanna Cada Ging Smith Jerry Wahlstrom	Ron Bemis

Others Present
Tim Horning, Attorney
Michelle Perkins, Executive Director
Christine Sauter, CFO
Vivian Bright, Operations Director

There being a quorum present, the meeting duly convened opening with the hearing of any public comments. *There was no one present from the public.*

Approval of the Agenda. Chairperson Wahlstrom asked for changes to the Agenda. There being no changes, Commissioner Smith made a Motion to approve the Agenda. Commissioner Adjegan seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Ging Smith Herodote Hounsrou Adjegan Deanna Cada Jerry Wahlstrom	None

All were in favor, none opposed. Motion then carried.

Approval of the Minutes. Chairperson Wahlstrom asked for changes to the meeting minutes. There being no changes, Commissioner Cada made a Motion to approve the meeting minutes. Commissioner Smith seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Deanna Cada Ging Smith Herodote Hounsrou Adjegan Jerry Wahlstrom	None

All were in favor, none opposed. Motion then carried.

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Approval of Bills and Payroll. The bills and payroll were submitted to the Commissioners for approval of payment. Commissioner Smith moved that the bills and payroll be approved as submitted. Commissioner Cada seconded the Motion. Upon roll call, the Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Ging Smith	None
Deanna Cada	
Herodote Hounsrou Adjegan	
Jerry Wahlstrom	

All were in favor, none opposed. Motion then carried.

Financial Report: The YTD financials were reviewed noting that Agency earnings continue to be significantly over budget with no new variances to report. It was noted that the \$203K HCV CARES funds received in July and August would be booked to revenue in February. It was also noted that staff does not plan to present a revised FY21 budget at the March meeting. The preliminary FY22 Agency operating and wage budgets were reviewed and discussed.

Executive Director Report: *Legal.* Attorney Horning informed Commissioners that the J. Johnson court case has been dismissed. While some lease termination notices have been issued, court action evictions are at a minimum until the moratorium is lifted. Current expiration dates [State and Federal] are in March.

Housing Needs – Project Discussion. Staff provided Commissioners with waiting list and tenant demographic information which will be reviewed. Staff is completing the “Fair Share Subsidy” numbers and intends to provide that to Commissioners in the next few weeks. ED Perkins noted that the DeKalb County Residential Development Corporation reviewed the Housing Needs Study and were not opposed to a joint project designated as senior affordable housing.

General. Staff noted the completion of the Civic Comcast Wiring and Taylor Street Plaza Hallway Carpet Replacement project. One staff member, in an isolated case, is currently recuperating from COVID19 and the situation remains the same with continued precautionary measures.

Resolutions: The Board was presented with **Resolution 21-13 Maintenance Wage Rate Determination Approval of HUD 4750.** Annual HUD requirement to approve the minimum maintenance job classifications and wage rates. Commissioner Smith made a motion to approve. Commissioner Adjegan seconded the Motion. Upon roll call, the Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Ging Smith	None
Herodote Hounsrou Adjegan	
Deanna Cada	
Jerry Wahlstrom	

All were in favor, none opposed. Motion then carried.

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The next item on the agenda was discussion of employees and their performance. Per allowable closed session topics in section 2 (c) (1) of the Open Meetings Act 5ILCS 120, Commissioner Cada made a motion to enter closed session and Commissioner Smith seconded the Motion. Upon roll call the Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Deanna Cada	None
Ging Smith	
Herodote Hounsrou Adjegan	
Jerry Wahlstrom	

All were in favor, none opposed. Motion then carried and closed session began at 3:24 PM.

Closed Session discussion ensued (*see closed session minutes*). Commissioner Cada made a motion to exit closed session and Commissioner Smith seconded the Motion. All were in favor, none opposed. Motion then carried and closed session ended at 4:05 PM.

A Motion was made by Commissioner Cada to increase salary for Executive Directory by 3%. Second by Commissioner Adjegan and upon roll call the Ayes and Nays were as follows:

Ayes: All
Nays: None
Absent: 1

Motion by Commissioner Cada to approve bonus to Executive Director of \$10,000.00 Seconded by Commissioner Adjegan and upon roll call the Ayes and Nays were as follows:

Ayes: All
Nays: None
Absent: 1

There being no further business to come before the Commissioners, Chairperson Wahlstrom asked for a Motion to adjourn the regular meeting. Commissioner Smith made a motion to adjourn. Commissioner Adjegan seconded the Motion. The Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Deanna Cada	None
Ging Smith	
Herodote Hounsrou Adjegan	
Jerry Wahlstrom	

All were in favor, none opposed. Motion then carried.

The meeting was adjourned at 4:10 PM until the regular meeting scheduled to take place on Tuesday, March 16, 2021 at 2:30 PM via zoom link to be provided.

CHAIRMAN

(SEAL)

ATTEST:

SECRETARY-TREASURER

CERTIFICATE

I, MICHELLE PERKINS, the duly appointed, qualified and acting Secretary of the HOUSING AUTHORITY OF THE COUNTY OF DEKALB, ILLINOIS, and Keeper of the records thereof, do hereby certify that I have compared the annexed complete unapproved Minutes as recorded by me and retained in the Records of said Authority, and certify that it is a true, complete and correct presentation of said Minutes, including attachments or exhibits made a part of these Minutes.

I further certify that if the Minutes are subsequently corrected or amended, I shall forward promptly such correction or amendment and a copy of the attachments or exhibits made a part of these Minutes.

I further certify that the said Meeting was held on February 16, 2021 via zoom and roll call showed the following members to be present and absent:

Commissioners Present
Herodote Hounsrou Adjegan
Deanna Cada
Ging Smith
Jerry Wahlstrom

Commissioners Absent
Ron Bemis

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this March 9, 2021.

ACTING SECRETARY
