

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE COUNTY OF DEKALB  
TUESDAY, July 19, 2022**

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The Commissioners of the Housing Authority of the County of DeKalb met in regular session at the Housing Authority's Central Office, 310 N. 6th Street, DeKalb, IL at 2:32 PM on Tuesday, July 19, 2022.

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

**Commissioners Present**

Herodote Hounsrou Adjegan  
Ron Bemis  
Ging Smith  
Jerry Wahlstrom

**Commissioners Absent**

**Others Present**

Tim Horning, Attorney  
Dave Siegel, Executive Director  
Christine Sauter, CFO  
Vivian Bright, Operations Director

There being a quorum present, the meeting duly convened.

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

**Ayes**

Ging Smith  
Herodote Hounsrou Adjegan  
Ron Bemis  
Jerry Wahlstrom

**Nays**

None

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

**Approval of the Minutes.** Chairperson Wahlstrom asked for changes to the meeting minutes presented for June 28, 2022 – Regular Meeting. There being no changes, Commissioner Smith made a Motion to approve the meeting minutes. Commissioner Adjegan seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

**Ayes**

Ging Smith  
Herodote Hounsrou Adjegan  
Ron Bemis  
Jerry Wahlstrom

**Nays**

None

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

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**Public Comment.** Two (2) members of the public were present. Derek Van Buer stated that the documents he had received were redacted incorrectly. Mr. Van Buer felt Ms. Bright was not qualified for her position. Mr. Van Buer felt Ms. Bright committed fraud with the statement she provided and attached to the complaint Mr. Charvat sent to HACD. Mr. Van Buer stated that all files were missing proof of successful completion of the 2019 state requirement for annual sexual harassment training. Mark Charvat questioned when the resident commissioner was going to pay back the monthly stipend he had received. Mr. Charvat spoke of the lavish trips staff and commissioners took. Status of the pending sexual harassment allegation. Mr. Charvat stated he will be patient in hopes the new ED will make changes. Mr. Charvat felt HACD had a potential OMA violation after the June 28, 2022, board meeting.

**Financial Report, Bills & Payroll.** The June YTD financials were reviewed and discussed. Staff updated the Commissioners on the following items: 2022 Capital fund admin fees have been requested and deposited to the Central Office checking account; staff received confirmation from the litigation attorney that the funds received from the operating subsidy lawsuit are defederalized funds and should be deposited to the Central office checking account; HACD retirement plan is required to be restated every six years based on IRS regulations. The restatement updates the documents for the IRS regulatory language, it does not make any changes to the plan. Staff will return the signed documents to Old National Bank; all HACD bank accounts have been updated to add new Executive Director, Dave Siegel, as an authorized signer. Signature cards and signed universal bank resolutions were submitted to the banks; HACD has some CDs maturing in August. CD rates are increasing, staff plans to move more funds to CDs in early August; Quarterly reports were reviewed; and it was noted that HACD follows the sexual harassment training requirements that went into effect in 2020. HACD initiated the mandatory training in 2019.

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

<u>Ayes</u>	<u>Nays</u>
Ron Bemis	None
Ging Smith	
Herodote Hounsrou Adjegan	
Jerry Wahlstrom	

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

**Report of the Secretary-Treasurer/Executive Director.** *Legal.* Attorney Horning provided an update on current tenant evictions and court actions. Horning noted that he has consulted and assisted ED Siegel and staff with recent FOIA's, Public Access Bureau [PAC] complaints and provided Commissioners an overview of the FOIA and PAC process. Staff continues to aggressively process applicants; however, it has been difficult to get responses and or paperwork back

**Sunset View Apartments [Hinckley] - Fire.** Permit was issued by the Village of Hinckley on Monday, July 11, 2022. Wagner Excavating will begin demolition on Thursday July 14, 2022. Demolition is complete as of July 19, 2022. All that remains is the foundation. HACD to check with Village of Hinckley if snow fence is sufficient security for the property. See attached pictures.

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Capital Projects.

- Civic Apartments Water Pipe & Waste Line Replacement Project – The Water and Waste line Replacement Project at Civic Apartments is starting to get off the ground. 90% of the first floor is completed. MO-ST Plumbing and Mechanical Inc. will start on 4 kitchens replacing the water and waste lines beginning on Tuesday, July 12th and those Units are 213, 313, 413, 513. Beginning on July 18th we will begin working on four units two kitchens and two bathrooms. Units 214 & 215, 314 & 315. Two tenants will be relocated to the Country Inn & Suites. Due to the heavy summer project schedule and commitments between the trades and school districts there is a delay start until August 1.
  - TSP - The specifications for the Taylor Street Plaza ACCU Replacement Project went out on June 27, 2022, which is to replace the hallway air condensing unit. Bids were due on Wednesday July 6th at 2:00 PM. We received one bid totaling \$327,000 which exceeded our budget and was rejected. We went out for rebid and bids are due on Thursday August 18th at 2:00 PM. We are calling other mechanical companies and general contractors to make sure we get a better showing at the next bid opening. A budget estimate for this project is \$150,000 to \$175,000. HACD only received 1 bid on July 6 and the bid price was double the estimate.
  - Mason Landscaping: Landscaping, sidewalk and stoop replacement are complete. Asphalt removal and replacement is complete. Entrance Piers— A contract has been issued to Weaver Construction Inc in the amount of \$27,800 for 12 Entrance Brick Piers. Hoping for work to start in the next 30 days.
  - Radon Testing: Has been completed at TSP, Lewis, and Garden on June 13, 2022. Could not test Civic due to the water project. Will be scheduled at a later date. Containers were placed on the first floor and two (2) on each of the floors in physical units. The containers were collected on Thursday June 16th and sent off to a lab. Reports have been received. A couple units at a family site detected radon but will be retested in the coming weeks. HUD requires two reads on units that come back positive.
  - Dresser Court: Majority of the work has been completed at Dresser Court Apartments after the Hit & Run damage occurred on Sunday May 29th. A puncture was detected in the AC condensing unit and is going to require a new coil. Planning on getting replaced this week. MO-ST Plumbing & Mechanical replaced the head nuts on the Backflow valve that snapped off during impact and when they opened the housing, they found a part that needs replacing. Part is on order and should be arriving soon. Currently working on interior and exterior wall. If all goes as planned, AC condensing unit and furnace will be reconnected June 24. Coil for AC condensing unit has been replaced. Still waiting on addition part for backflow.
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**Reports of Committees.** None

**Resolutions:** None

**Old Business.** ED Mr. David Siegel start date effective July 11, 2022.

**New Business.** Commissioner Cada Resignation – Effective June 30, 2022.

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

<u>Ayes</u>	<u>Nays</u>
Herodote Hounsrou Adjegan	None
Ron Bemis	
Ging Smith	
Jerry Wahlstrom	

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

The meeting was adjourned at 3:06 PM until the regular meeting scheduled to take place, in person on Tuesday, August 16, 2022, at 2:30 PM at 310 N. 6<sup>th</sup> Street, DeKalb IL 60115.

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CHAIRMAN

(SEAL)

ATTEST:

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SECRETARY-TREASURER

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## CERTIFICATE

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I, David Siegel, 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 July 19, 2022, and roll call showed the following members to be present and absent:

**Commissioners Present**  
Herodote Hounsrou Adjegan  
Ron Bemis  
Ging Smith  
Jerry Wahlstrom

**Commissioners Absent**

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority  
this July 20, 2022.

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ACTING SECRETARY

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