

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE COUNTY OF DEKALB  
TUESDAY, JULY 18, 2023**

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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 2:30 PM on Tuesday, July 18, 2023.

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

**Commissioners Present**

Ging Smith  
Jerry Wahlstrom  
Ron Bemis

**Commissioners Absent**

Hounsrou Adjegan  
Sabrina Nicholson

**Others Present**

Tim Horning, Attorney  
Jill Morgan, Operations Director  
Christine Sauter, Chief Finance Officer  
Dave Siegel, Executive 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 Smith 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:

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Ging Smith	None
Jerry Wahlstrom	
Ron Bemis	

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

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

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Ging Smith	None
Jerry Wahlstrom	
Ron Bemis	

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

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**Public Comment.** Two members of the public were present. Derek Van Buer referenced his previous criticism of what he believes to be unapproved travel expenses for Ging Smith. He then spoke on what he believes to be unapproved travel expenses for Jerry Wahlstrom. Mr. Van Buer cited 50ILCS150/15. He further stated that he believes the primary purpose of Mr. Wahlstrom’s trip was personal and that certain resort fees should not have been eligible for reimbursement. Further, Mr. Van Buer feels the per diem paid to Mr. Wahlstrom was excessive. Mr. Van Buer closed his statements by mentioning that the Executive Director has failed to provide him with documents that should be provided according to a PAC determination.

Mark Charvat spoke about the Agenda not being posted for the December 2022 HACD Board Meeting. Mr. Charvat called attention to the PAC recent determination that the Agenda not being posted was an OMA violation. Mr. Charvat feels the HACD response to the allegations was not truthful. He encouraged the HACD Board to follow laws around OMA and FOIA. He then submitted for the record, 2022 PAC 74741.

**Financial Report, Bills & Payroll** June YTD financials were reviewed. CFO noted agency earnings are above budget and expenses are below budget. Financials are strong across the board.

CFO Sauter then drew the board’s attention to the Quarterly Financial Statements, which reflect strong financials and responsible use of Capital funds. Lastly, the contract list was reviewed and particular attention was paid to contracts that are due for renewal this month and next.

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 Smith seconded the Motion. Upon roll call, the Ayes and Nays were as follows:

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

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

**Report of the Secretary-Treasurer/Executive Director.**

**Legal:**

➤ **General:**

- Reviewed/Consulted on FOIA & Public Access Bureau
- Consulted on and represented HACD on tenant terminations

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➤ **Terminations/Vacates for last month -**

- **6 Move outs for HCV** – (1 absorbed, 2 assistance no longer needed, 2 deceased, 1 terminated)
- **5 Vacate in Public Housing** – (1 going to live with family, 2 terminated, 2 other)

**Capital Projects & General Property (not capital fund) Projects – In Progress**

- Civic-Water and Wasteline Replacement Project Complete!!
  - TSP-ACCU Replacement bids due August 2<sup>nd</sup>
  - Hinckley-bids for rebuild open on August 16<sup>th</sup>. We are hopeful that construction can begin in late September.
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➤ **General:**

- HCV was net positive 11 vouchers in June! July should be similar. We are targeting 95% utilization for August 1, 2023.
- Public Housing was at 98% occupancy for the month of June. We also hit 100% occupancy for a few hours on June 30, 2023.
- Next HACD Board meeting is scheduled for Tuesday, August 15, 2023.

**Reports of Committees. None**

**Resolutions.** The Board was presented with **24-05 Authorization for Refrigerator Grant Contribution.** This resolution seeks Board approval to utilize Capital Funds to take advantage of a opportunity replace 218 refrigerators in Public Housing at a significant discount in conjunction with ComEd and Elevate Energy.

Commissioner Smith made a motion to approve the resolution. Commissioner Bemis seconded the motion. The Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Ron Bemis	
Ging Smith	
Jerry Wahlstrom	

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

**Old Business. None**

**New Business. None**

**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>
Ging Smith	
Jerry Wahlstrom	
Ron Bemis	

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

The meeting was adjourned at 2:57 PM until the regular meeting scheduled to take place, in person on Tuesday, August 15, 2023, 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 18, 2023, and roll call showed the following members to be present and absent:

**Commissioners Present**

Ging Smith  
Jerry Wahlstrom  
Ron Bemis

**Commissioners Absent**

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority  
this July 19, 2023.

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SECRETARY

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