

JO DAVIESS COUNTY HOUSING AUTHORITY
MINUTES OF REGULAR BOARD MEETING
January 24, 2023

REGULAR BOARD MEETING:

The Board of Commissioners of the Jo Daviess County Housing Authority met in-person for a regular session at 6:45 p.m. on Tuesday, January 24, 2023.

Upon roll call those answering present (in-person) were Vice-Chairperson McIntyre, Commissioner Yett and Commissioner Flack. Executive Director Ed Bochniak was also present. Chairperson Vincent and guest Paul Hartman were present via Zoom. Treasurer Peters was absent.

(There was no February JDCHA Board meeting).

Approval of Agenda: Vice-Chairperson McIntyre made a motion to approve the agenda as presented, Commissioner Yett seconded the motion, the agenda was approved by a consensus of the Board members present.

Approval of Minutes:

The December 27, 2022 Regular Board minutes were presented at the meeting for approval; Commissioner Yett made a motion to accept the minutes as presented, Vice-Chairperson McIntyre seconded the motion, the motion passed with all ayes.

Audience Participation:

-None-

CONSIDERATION OF FINANCE REPORTS:

Review of Monthly Expenditures:

The Board members reviewed the Vendor Cash Payments for the month of December 2022 for the Public housing checking account (totaling \$39,397.08) and the USDA checking account (totaling \$946.78). Executive Director Ed Bochniak reviewed and discussed with the Board the Public Housing expenditures that were highlighted on the report and that were not normal monthly expenditures. There were no USDA expenditures that were highlighted. Vice-Chairperson requested that a breakdown of the credit card payment for the month be shown. Executive Director Ed Bochniak stated he is working on the financials to put in the monthly Board packet for the Board review.

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CONSIDERATION OF FINANCE REPORTS (continued):

Review of Accounts Receivable Collections:

The Board members reviewed the November and December Public Housing and USDA Rent Accounts Receivables. The public housing staff continues to work with the tenants to have them make their rent and monthly repayment payments on time.

Review of CCHA/JDCHA billing:

The Board members reviewed CCHA/JDCHA billing recap for the period ending December, 2022 showing the total invoicing for the period of the intergovernmental agreement. The total amount billed for the month of December was \$7,610.80. The current fiscal year contract charges (three months) total \$20,391.20.

Commissioner Yett made a motion to accept the Finance Reports as presented, Commissioner Flack seconded the motion. The motion passed with all ayes.

(At 7:15 p.m., Commissioner Yett had to excuse himself from the meeting to a police matter)

Director's Report:

Mediacom Cable TV:

Executive Director Ed Bochniak reported to the Board that the bulk business contract with Mediacom will expire on January 31st. All tenants were informed that they needed to contact Mediacom to set up an individual account in their name. Mediacom will be onsite at each of our sites to see if any of the buildings needs to be re-wired. Vice-Chairperson McIntyre discussed the possibility of the housing authority pay for internet service at each site by having the internet password protected for the tenants. Commissioner Flack stated that the housing authority also contact Sand Prairie Wireless about their cost for the internet. The housing authority would review the cost for the internet before making any decisions.

HUD Carbon Monoxide Policy:

Executive Director Ed Bochniak informed the Board that HUD has developed a new carbon monoxide policy for all sites that utilize natural gas in their buildings. The maintenance staff will be inspecting all units so that we are in compliance with this ruling.

HUD REAC Inspection Update:

HUD's new physical inspection regulations are now called NSPIRE and will go into effect this year. The housing authority will be inspected this year because of the score it received under the REAC physical inspection last year.

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Director's Report (continued):

St. Vincent DePaul Meeting:

The St. Vincent DePaul meeting was a good discussion of how each organization can assist the other in helping housing tenants and potential housing applicants.

Bedbug Report:

One unit at Franklin McCoy Manor was treated for bedbugs. This unit will be monitored for the next four weeks. Working with a tenant who must clean out their unit by the end of the month or they will be evicted. This unit is cluttered with items, has bedbugs and our pest control company cannot treat this unit. This tenant has also carried bedbugs to other units and public places in the building.

Suspense Projects:

The Board reviewed the Suspense projects list set up by the Executive Director. No additional project was added and no project was deleted from the Suspense project list.

Occupancy Update:

The Board reviewed the Occupancy report showing the thirteen unoccupied units. Executive Director Ed Bochniak and the staff are working to have these units occupied. Several families at the Gear View Heights location are moving out, have contacted families who are interested in these units.

Vice-Chairperson McIntyre made a motion to accept the Directors Reports as presented, Commissioner Flack seconded the motion. The motion passed with all ayes.

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Chairperson:

-None-

Old Business:

-The Board discussed the Jo Daviess County Housing Report that each Board member received in the Board packet email. Each Board member present was given a paper copy of the report. The Board decided to discuss the report at the next Board meeting. Vice-Chairperson McIntyre spoke about several items in the report, such as the aging County population; revenue stream for the County with property taxes dealing with the senior citizen discount and tax freeze and the median income of county residents. These items and others in the report will be discussed at the next Board meeting. Vice-Chairperson McIntyre will lead the discussion.

New Business:

-The Board reviewed the proposed Pest Control Contract for the next three years. After a brief discussion, Vice-Chairperson McIntyre made a motion to accept the Pest Control Consultants (PCC) bid, Commissioner Flack seconded the motion, the motion passed with all ayes.

Board Member Comments:

Vice-Chairperson McIntyre stated that the University of Illinois extension office has completed a study on tourism in the county that reflects in the county housing report the small number of rental units available because of these units becoming available for short-term rental on various websites.

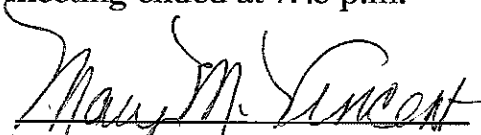
Vice-Chairperson McIntyre asked if the monthly board meeting can be moved up to begin at 7:00 p.m. Vice-Chairperson McIntyre has a county meeting prior to the housing meeting. After a brief discussion Chairperson Vincent asked for a motion to change the time of the meeting; Vice-Chairperson McIntyre made a motion to move the time of the monthly Board meeting to 7:00 p.m.; Commissioner Flack seconded the motion, the motion passed with all ayes.

Adjournment:

With nothing further to discuss, Vice-Chairperson made a motion to adjourn, Commissioner Flack seconded the motion, the meeting ended at 7:45 p.m.



Ed Bochniak, Executive Director


Mary Vincent, Chairperson