

**REGULAR MEETING MINUTES
THE HOUSING AUTHORITY OF MARION COUNTY, ILLINOIS
BOARD OF COMMISSIONERS
MAY 28, 2019 – 12:00 P.M.
AT FAIRWAY'S RESTAURANT, 2801 PUTTER LANE,
CENTRALIA, ILLINOIS**

Present:

Chairperson Georgia Miller
Commissioner Brenda Lingafelter
Commissioner Nancy Lackey
Commissioner Rita Boudet
Commissioner Gertie Walker
Commissioner Donald Hancock

Absent:

Commissioner Richard Gregg

MCHA Staff:

Executive Director Kelly Tinsley
Capital Funds Director Tricia Higgins

Others Present:

Attorney Marvin G. Miller
Recording Secretary, Tiffany Schicker

Minutes

Call to Order

Chairperson Georgia Miller called the meeting to order at 12:09 p.m.

1. Roll Call

A verbal roll call was taken and the following Commissioners were present: Georgia Miller, Brenda Lingafelter, Rita Boudet, Nancy Lackey, Gertie Walker, and Donald Hancock. Commissioner Richard Gregg was absent.

2. Public Comment

There was no public comment.

3. Approval of the Minutes

The Minutes of the April 23, 2019 regular meeting was reviewed by the Board. A motion was made by Brenda Lingafelter to accept the Minutes of the regular meeting as presented. Following a second by Nancy Lackey, the motion carried unanimously.

The Minutes of the April 23, 2019 closed session meeting were reviewed with the Board. A motion was made by Brenda Lingafelter to accept the Minutes of the closed session meeting as presented. Following a second by Nancy Lackey, the motion carried unanimously.

4. Financial Reports

The Financial Reports for April were reviewed with the Board. The April and May check registers were reviewed with the Board. A check made payable to Kaskaskia College in the amount of \$1,950.00 (paid with Capital Funds) for the HCV classes three (3) of the maintenance personnel are attending. A check made payable to Landmark Ford in the amount of \$32,084.00 for the new trucks that were ordered. The trucks should be delivered within one week. A check made payable to T. HAM SIGN, INC. in the amount of \$151.25 for Marion County Housing Authority decals which will be placed on the new trucks when they arrive. The Peoples National Bank credit card was the only credit card used in April and it was reviewed. There was a charge at Burger King for lunch purchased for the maintenance crew during REAC inspections. After discussion of the April financials, April and May check registers and credit card statement, a motion was made by Nancy Lackey to approve the same. Following a second by Gertie Walker, the motion carried.

5. Director's Report

Kelly provided the Board with a written Executive Director's report which was reviewed with the Board.

6. Old Business

None.

7. New Business

Revision to HCV Admin Plan (Inspections) Resolution #1156

Kelly presented to the Board Resolution #1156. Previously, there was a discussion to outsource the HCV inspections to the Jefferson County Housing Authority. The insurance companies of the Marion County Housing Authority and Jefferson County Housing Authority could not reach an agreement as to coverage. Therefore, Grundy County Housing Authority, who currently provides the grievance hearings for Marion County Housing Authority, will conduct HCV inspections as necessary. The revision to the HCV Admin Plan (Inspections) will amend the language so that the inspections will be completed not less than biannually, as is allowed by HUD. After discussion, Brenda Lingafelter made a motion to approve Resolution #1156. Following a second by Nancy Lackey, the motion carried.

Pet Policy Revision Resolution #1157

This item was tabled until next month.

Personnel Policy Revision draft for review

This item was tabled until next month.

Buildings

Due to growing security concerns, availability of tenant and employee parking and tenant access to the main office, Kelly will begin to search for an appropriate building to move the main office of the Housing Authority. HUD requires specific reasons to be able to move buildings and Kelly will begin to work on positioning the authority for the move.

Executive Director Review

Kelly requested a written Executive Director Review to be placed with her file. No vote is necessary for a written review and all Commissioners agreed to provide the same. A motion was made by Nancy Lacky to increase Executive Director Kelly Tinsley's annual salary to \$95,000.00 effective April 28, 2019, increase Executive Director Kelly Tinsley's vacation time to four (4) weeks effective the next accrual period, and increase Executive Director Kelly Tinsley's sick time to four (4) weeks effective the next accrual period. The motion was seconded by Gertie Walker and was carried unanimously.

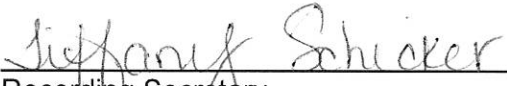
8. Board Training

None.

9. Adjournment

A motion was made by Nancy Lackey to adjourn the meeting. With a second by Rita Boudet, the meeting was adjourned.

Submitted by:



Recording Secretary

Approved:



Board of Commissioners Chairperson, Georgia Miller