

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE MOLINE HOUSING AUTHORITY**

September 18, 2017

The regular meeting of the Board of Commissioners of the Moline Housing Authority was held at 5:30 PM in the Spring Valley Community Building located at 1150 41st Street, Moline, IL 61265.

Board members present were Vice-Chairperson Chuck Capan, Leslie Stange-Crotty, David Parker, Jr, and Diane Fox. Staff members present were Executive Director John Afoun and Recording Secretary Maria Nino. Board Counsel was in attendance. Also in attendance was Lee Westlund and Tammy Jones.

1. **Call to Order:** Chairperson Melvin Grimes called the meeting to order at 5:30 p.m.
2. **Approval of the Minutes of the Regular Meeting of August 21, 2017:** Minutes of the Regular Meeting of August 21, 2017 were reviewed. Motion was made, and seconded, to approve the minutes of the Regular Meeting of August 21, 2017, as presented. All voting members present voting "aye", none against; the Vice-Chairperson declared the motion carried.
3. **Executive Director's Report:** Verbal report provided by Mr. John Afoun.

Mr. Afoun said he was pleased to inform the board that our 2016 annual audit was conducted last week and at the exit interview we were informed that we retained our unqualified audit status. He wants to thank the Board and staff for their diligence and hard work. The auditor has seen the change in us and said we have evolved and are expanding. She said the paperwork she is examining was very pleasing to her and that we took on Fiesta Manor and couldn't find any conflict of interest along with the paperwork being in order for that project. When she looked at our books we had done what she had told others to do. He wants the Board to know that it is another good year for us. Mr. Afoun said the main report will be out shortly and will be sent directly to the Commissioners.

Mr. Afoun stated that Commissioner Parker, Jr. had brought to his attention that the By-Laws regarding the terminology for Resident Commissioner being a Section 8 tenant might have issues. Mr. Afoun said that the terminology applies to both residents of Section 8 or Public Housing, so there is no need to actually do an amendment.

Commissioner Parker, Jr. said he called Mr. Afoun earlier regarding the bedbug heaters. He thinks regarding the minutes from last meeting, we needed to upgrade the electricity in order to be able to use the bedbug heaters. Commissioner Parker, Jr. suggested upgrading a mechanical room or janitor's closet on each floor at Hillside in order to run a cord so that this could be feasible at Hillside. He wants to see about a work around to make the electrical one work. Mr. Afoun has included a propane solution as an alternative. Commissioner Parker, Jr.'s concern is safety because anytime you are using propane inside of a building as opposed to electricity there could be a problem. Before we decide to move forward with propane he would like to exhaust all avenues to use electricity. Commissioner Stange-Crotty wants to know if it is possible to purchase a generator that would couple with the machine. Mr. Afoun said it is possible, but there are pros and cons. Commissioner Stange-Crotty said when she looked at our bedbug situation it seems to her that we don't need a major thing for lots of buildings; maybe one for this AMP and one for Hillside Heights. Commissioner Parker, Jr. said the acquisition of the units is not the big deal, it is whatever the power that is needed is what we are concerned about. She wants a generator that can be put on something that is mobile and moving it around. Vice-Chairperson Capan said Iowa/Illinois runs a generator

with really long cords from outside and runs it that way. Commissioner Parker, Jr. said that the generator would need to be run outside. Commissioner Stange-Crotty said she has no problem with using propane. Commissioner Parker, Jr. said there is never a problem with that until there is a problem, but regardless there is no reason to spend 4 million dollars to upgrade all the electricity. Mr. Afoun is to look into running appropriate service to each closet along with a cord, a generator, along with the propane option as well as talk to the company about the safety concerns regarding using the propane. Vice-Chairperson Capan asked if the two options came from the same vendor and Mr. Afoun answered yes. He asked if HUD will allow one of these to operate. Commissioner Parker, Jr. asked to reach out to other housing authorities and see how they handle the electrical requirements. Commissioner Stange-Crotty asked to see the consumer safety data to see how safe it is. Mr. Afoun said he will follow this up and bring his report at the next meeting. Commissioner Parker, Jr. said if he finds all the answers prior to the next meeting he would appreciate it if Mr. Afoun could e-mail out the information to the commissioners when he gets the information. Vice-Chairperson asked how often we call in the contractor to heat treat and Mr. Afoun replied maybe once every two months, but it has slowed down now. Commissioner Stange-Crotty said the bedbug activity has been going down since March. Mr. Afoun said he is happy about the bedbug situation improving and wishes to keep it under control.

Mr. Afoun mentioned that we have hired Ms. Candace Strickland as a new office assistant. This position was open, she came and did temp, applied, did interview and was hired.

a. Resolution #858:

Resolution #858 was to approve/authorize the Spring Valley/Spring Brook Drainage Improvements Contract. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

Resolution #859:

Resolution #859 was to approve/authorize the Waste Disposal Services Contract. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

Resolution #860:

Resolution #860 was to approve/authorize the Dental Benefit Contract. All voting members present voting "aye", none against, the Chairperson declared the motion carried unanimously.

b. Approval of Financial Report: The financial reports were presented and reviewed by the Commissioners. The reports included the month of August 2017. Mr. Afoun said the auditor commended us on our monitoring. We want to make sure we keep our expenditures very low in comparison to income. He said the auditor said the rumor of recapture is very real due to the natural disasters that have been encountered as of late, but our position is good.

c. Section 8 Report: The Board reviewed the Section 8 Report as presented. Mr. Afoun stated that Section 8 is doing well and we are going up steadily. The goal is to lease up to 230. Commissioner Fox showed an article about tenants having trouble find a place to live. Commissioner Stange-Crotty said the supply and demand issue is a big factor.

d. Public Housing Report: The Board reviewed the Public Housing Report as presented. There was a report for each AMP as well as one showing the

information for both AMPs combined. This report gives a data analysis to track and report the statistics to the Board. Mr. Afoun said that the goal is to lease all units pest free. Sometimes when performing turnarounds it can take up to five weeks to take care of extermination issues. Also we have been having a lot of turnover due to a company in Michigan and another company in Cedar Rapids that are hiring a lot of our tenants. Within the last six months we have lost about 60 people. Combining those factors it is making the turnaround time go up. We are hoping that things will stabilize and no more new companies will come around to lure away tenants. Commissioner Parker, Jr. asked if our waiting list is long enough to take care of occupying the units. Mr. Afoun said our waiting list is very good, but he wishes people would stay.

Mr. Afoun then stated that the pest control issue generally is improving. We are determined to stay on track and hope there will not be any unforeseen circumstances that will increase it dramatically. If we are able to find a solution to this and be able to acquire either the propane or electric machine we are hoping things would improve.

Mr. Afoun then said he was very pleased that the elevator project is now completed. Ms. Tammy Jones said the elevators have not broken down in two months. Vice-Chairperson Capan said it has taken a whole year. Mr. Afoun said one or two issues have been brought to his attention, but he said he will look into that at a later time. He then went over the future possible projects. He mentioned maybe we should add in the electrical upgrade of our systems, which is estimated at \$4 million. This year's capital funds are planned to use for tree removal, site lighting, asbestos tile encapsulation, and security cameras. Commissioner Stange-Crotty asked how bad the Hillside Heights roof is. Mr. Afoun responded there is tar, which has cracks and some leaks. Commissioner Stange-Crotty said it sounds pretty serious and wants to know if it is endangering the building. Mr. Afoun said it is more preventative type of work. Commissioner Stange-Crotty asked if the list was prioritized and Mr. Afoun responded no.

Work orders were reviewed and Mr. Afoun informed the Board that they were completed for the month. Mr. Afoun said they had a philosophical debate in which all involved agreed that the maintenance staff does a good job.

4. Resident Advisory Board (RAB) Report: Verbal report provided by Ms. Tammy Jones.

Ms. Jones said there is not much going on. They are trying to start a neighborhood watch in Spring Valley. The elevators at Hillside have been good the past two months. It has been pretty quiet. Ms. Laurie Ehlers isn't here or Mr. Dodji Mahombe so she hasn't heard too much about Spring Valley or Spring Brook. Mr. Lee Westlund asked regarding the propane bedbug heaters wanting to know if using propane would affect our insurance coverage. Commissioner Stange-Crotty told Mr. Afoun to look into that along with his research.

5. Closed Session – Personnel Issues – 5 ILCS 120/2(c)(1)

Motion was made, and seconded, to go into executive session at 6:15 P.M. and a roll call was taken. Voting Yes were Cuck Capan, Leslie Stange-Crotty, David Parker, Jr., and Diane Fox. The Vice-Chairperson declared the motion carried unanimously.

The Board then commenced Executive Session.

Motion was made, and seconded, to close executive session at 6:45 P.M. and a roll call was taken. Voting Yes were Chuck Capan, Leslie Stange-Crotty, David Parker, Jr., and Diane Fox. The Vice-Chairperson declared the motion carried unanimously.

The Public portion of the Meeting was resumed at 6:45 P.M.

6. Any other business that may come before the Board including comments from the general public:

There was no other business to come before the Board.

7. Adjournment:

There being no further business, a motion was made, and seconded, to adjourn the meeting. All voting members present voting "aye", none against; the Vice-Chairperson declared the meeting adjourned at 6:45 P.M.

Melvin Grimes, Chairperson