

**MINUTES OF REGULAR MEETING
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONDAY, APRIL 25, 2022 - 5:00 P.M.**

The Springfield Housing Authority Board of Commissioners held a Regular Meeting on Monday, April 25, 2022 at the SHA Administrative Office, 200 North Eleventh Street, Springfield, Illinois. Due to the COVID-19 pandemic, this meeting was also held via Zoom (telecommunication) and was called to order at 5:17 p.m.

Commissioners Present: Chairman Timothy Schweizer
Commissioner Dan Long
Commissioner Luckist Turner

Commissioners Absent:

Staff Present:

Jackie Newman	Executive Director
Melissa Huffstedtler	Deputy Director
Michelle Sergent	Director of Finance
Stacy Huebsch	Manager of Finance
Wendy Mendenhall	Director of HR
Adrienne Grover	Director of S8
Jonathan Schienschang	Construction Manager
Becky Stehman	Asset Manager
Kylie Jackson	Asset Manager
Karen Cliburn	Budget Manager
Tamiko Bilbro	HCV Manager
Samantha Bobor	Attorney
Latina Faulkner	Executive Assistant

CHAIRMAN'S REMARKS

Chairman read the following comment and then turned the meeting over to Director Newman:

This meeting is being conducted electronically pursuant to Executive Order 2020-07 signed by Governor Pritzker and guidance provided by Legal Counsel. More importantly, based on what we know now about the coronavirus pandemic and prudent precautions as a result thereof, this meeting is being conducted in a way to provide the maximum amount of protection to our Board, staff and the community. We apologize for any inconvenience to anyone, but we ask for your understanding and compliance temporarily. Thank you

Congratulations to Director Newman for successfully defending her dissertation. Why was it so important to you to get this degree? Director replied, I examined the impact of the federal policy environment on public housing authorities' stance, strategic pathways, and value commitments. It helps with critical thinking skills; you don't know you can think that big until you have too.

EXECUTIVE DIRECTOR'S REMARKS

Director started by stating the Madison Park Place Tif was extended. SHA wrote a letter of support. The TIF was approved for 12 years. Next month there will be an RFQ for consideration for the Madison Park Place development. In this month packet there is a resolution for the extension of the Peoria CEO. This extension will cover until June 30th, 2022. Peoria found a CEO through the CEO search. Director will be assisting the new CEO during that time.

APPROVAL OF PAST MEETING MINUTES

March 28, 2022

MOTION TO APPROVE: Dan Long

SECOND: Luckist Turner

DISCUSSION:

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTIONS AND BOARD ACTION

RESOLUTION #3472 – APPROVING A CONTRACT WITH JENNINGS PAINTING INC. FOR THE PURPOSE OF VACANT UNIT PAINTING NOT TO EXCEED THE CONTRACT AMOUNT OF \$200,000.00

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Turner

DISCUSSION: Melissa Huffstedtler gave overview of this resolution. SHA did a release invitation for the last contract. Melissa Huffstedtler thanks the board for approving that resolution. MOD released the bid packet. Also placed on procurement. 18 business downloaded the bid packet. Narrowed down to 2 business, Tiles in style and Jennings Painting Inc. Modernization and Development Department has identified Jennings Painting Inc. as the lowest, responsive and responsible bidder with the amount of \$2.83 per square foot for residential public housing vacant units, \$2.86 per square foot for vacant public housing units located in buildings that are four stories or higher, and \$78 per header. The contract end date is 365 days from the start date as stated in the Notice to Proceed letter or as the contract balance is exhausted, whichever occurs first. Attorneys will take care of any irregularities that may occur. Commissioner long asked how long is the contract? Melissa Huffstedtler replied 365 days or \$200,000, whichever occurs first. Commissioner Long asked how long do Jennings have to flip a unit. Melissa Huffstedtler replied, they have 5 days from the date of notice.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION #3473- APPROVING A CONTRACT MODIFICATION WITH AMERICAN PEST CONTROL FOR PEST CONTROL SERVICES IN ADDITION OF TEN THOUSAND DOLLARS (\$10,000.00) THROUGH APRIL 30, 2022

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Turner

DISCUSSION: Michelle Sergent gave overview of this resolution. SHA keeps track of this contract on a monthly basis. As noted in the backup, Hildebrandt had the most cases for bedbugs. This issue is better. We found that most cases came from used furniture. When treating a unit, the baseboards are removed and each apartment on each side is treated. Commissioner Long asked is the treatment the same or is there new treatment available? Michelle Sergent replied at one point of time we tried using heat treatments but it's very expensive and it doesn't get rid of the bedbugs.

VOTES IN FAVOR: ALL
VOTES AGAINST: NONE

RESOLUTION #3262C- APPROVING AN EXTENTION TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE SPRINGFIELD HOUSING AUTHORITY AND THE PEORIA HOUSING AUTHORITY.

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Turner

DISCUSSION: Director Newman gave overview of this resolution. This Resolution authorizes one final extension through June 30, 2022 as the Peoria Housing Authority has completed its search for a Chief Executive Officer. Peoria Housing Authority will compensate the Springfield Housing Authority for providing services. Chairman Schweizer asked if the new CEO had been announced in Peoria. Director responded stating yes, the resolution was presented to the Peoria board for approval. There will be an official introduction for the May board meeting in Peoria. Chairman Schweizer thanked Director, Melissa Huffstedtler, and Michelle Sergent for their assistance with helping Peoria. Director commented that a final report of operations will be provided.

VOTES IN FAVOR: ALL
VOTES AGAINST: NONE

RESIDENT COUNCIL REPORTS

none

BOARD COMMENTS

Commissioner Dan Long apologized for his tardiness.
Sam Bobor recommended SHA keep the zoom meetings for SHA board meetings. Everyone will meet in person; however, it will allow the community to join.
Chairman Schweizer agreed to keep the zoom meetings.

PUBLIC COMMENTS

ADJOURNMENT

Motion to adjourn made by Luckist Turner. Parties Disbursed

Minutes Respectfully Submitted By:
Latina Faulkner, Executive Assistant

Approved by:



SHA Board Chairman

May 31, 2022
Date



SHA Board Secretary

May 31, 2022
Date