

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
OF THE GRANITE CITY HOUSING AUTHORITY (GCHA)  
HELD AT 2517 NAMEOKI ROAD, GRANITE CITY, IL 62040

The Regular Meeting of the Board of Commissioners held on Wednesday, November 9, 2022 was called to order by Chairman Pierson at 10:01 a.m.

Roll was called and commissioners present were Tim Bedard, JB Boyer, Charlotte Dixon, Carrie Fowler, Bob Palus, and Kim Pierson. Also present were Director Teri Lake and Attorney Tanja Cook along with Deputy Director Amy Parkinson and Maintenance Supervisor Carl Gansner.

A quorum was achieved.

Motion by Commissioner Pierson, seconded by Commissioner Bedard to move Members of the Public to the top of the agenda. Roll call vote, Commissioner Bedard, aye, Commissioner Boyer, aye, Commissioner Dixon, aye, Commissioner Fowler, aye, Commissioner Palus, aye, Commissioner Pierson, aye. All aye, motion carried.

Derek Filcoff, assistant attorney for the City of Granite City and Jenna DeYong, City Clerk both spoke to the Board regarding the beautification project being planned for the Granite City bike trail that runs along side of the Granite City Commons development. The Housing Authority will be contacted in the future once the project is ready to begin.

Motion by Commissioner Fowler, seconded by Commissioner Boyer to approve the minutes of the Regular Meeting of October 12, 2022. Roll call vote, Commissioner Bedard, aye, Commissioner Boyer, aye, Commissioner Dixon, aye, Commissioner Fowler, aye, Commissioner Palus, aye, Commissioner Pierson, aye. All aye, motion carried.

Commissioner Bedard asked if the Authority was done paying the lawn contractors. Director Lake advised that there were still payments to be made.

Commissioner Palus questioned the payable to Granite City Steel Credit Unit (GCSCU). Director Lake explained that the Authority did not have an account there. Two checks a month are made payable to GCSCU for payroll. The check is taken to the credit unit and the payroll is deposited into each employee's account. Director Lake further explained that each employee was required to have an account at GCSCU in order to receive their pay. She advised this process would be changing in the new year.

Commissioner Bedard questioned the 2021 audit payment to Pamela J. Simpson. Director Lake explained that Ms. Simpson conducted the audit for 2021. It was further explained that HUD requires an audit be done each year and is to be submitted by September 30<sup>th</sup>.

Motion by Commissioner Bedard, seconded by Commissioner Palus to approve the October 2022 expenditures as presented. Roll call vote, Commissioner Bedard, aye, Commissioner Boyer, aye, Commissioner Dixon, aye, Commissioner Fowler, aye, Commissioner Palus, aye, Commissioner Pierson, aye. All aye, motion carried.

Director Lake advised the Board that the financials showed a positive cash flow across the authority.

Motion by Commissioner Palus, seconded by Commissioner Dixon to approve the October 2022 financials. Roll call vote, Commissioner Bedard, aye, Commissioner Boyer, aye, Commissioner Dixon, aye, Commissioner Fowler, aye, Commissioner Palus, aye, Commissioner Pierson, aye. All aye, motion carried.

Director Lake updated the Board on the Occupancy Data. The "fix" to the fire unit in HUD's Secure Systems still has not been taken care of. She anticipates it not being fixed before the 12/1 date and the unit can be added at that time.

Director Lake updated the Board on the Sources of Income. She advised them that LIHEAP closed their office in the building.

Director Lake discussed with the Board a quote she received from Bradford Systems on a new filing system for the office. She advised them that after searching the system online Bradford Systems, in Missouri, was the only company in the area that carried it. All others were further out of state. A continued discussion was held on the current filing system and the need for something more user friendly.

Director Lake advised the Board REAC inspections will be held on Thursday, November 17, 2022, at Green Community Phase I and on Friday, November 18, 2022, at Green Community Phase II and Passive House. We will be notified soon of inspections at the other sites.

Maintenance Supervisor Carl Gansner discussed the upcoming inspections with the Board and advised them of the new protocol starting next year, INSPIRE. He advised the Board he received a call from the Fire Department regarding call-outs to GCHA units. He was informed that the call-outs, which were due to carbon monoxide, have lowered considerably. Carl explained that the stoves are now being fixed so that the call-outs no longer occur.

Chairman Pierson addressed the need for another maintenance employee. This addition would eventually conduct preventive maintenance. This was discussed at the time Carl was hired and it is time to move forward. After a brief discussion, it was decided to advertise for a maintenance mechanic position.

Motion by Commissioner Pierson, seconded by Commissioner Boyer to approve the advertisement for a maintenance mechanic position. Roll call vote, Commissioner Bedard, aye, Commissioner Boyer, aye, Commissioner Dixon, aye, Commissioner Fowler, aye, Commissioner Palus, aye, Commissioner Pierson, aye. All aye, motion carried.

A discussion was held regarding receiving quotes for the painting of vacant units for a temporary time. Several units have become vacant in the last two weeks due to death, nursing home admission, etc. It will save maintenance time getting the units ready and they can spend more time getting other units prepared for the REAC inspections.

Motion by Commissioner Boyer, seconded by Commissioner Pierson to move forward with getting quotes on painting. Roll call vote, Commissioner Bedard, aye, Commissioner Boyer, aye, Commissioner Dixon, aye, Commissioner Fowler, aye, Commissioner Palus, aye, Commissioner Pierson, aye. All aye, motion carried.


Attorney Cook advised the Board a meeting has been scheduled with Brian Konzen regarding the sewer issue at Oaktree.

Motion to approve Resolution 2022 R 2; A Resolution authorizing the banking change from US Bank to Royal Banks for Granite City Housing Authority's operating account. Roll call vote, Commissioner Bedard, aye, Commissioner Boyer, aye, Commissioner Dixon, aye, Commissioner Fowler, aye, Commissioner Palus, aye, Commissioner Pierson, aye. All aye, motion carried.

October payroll report was placed on the table for review by the Board.

Motion by Commissioner Fowler, seconded by Commissioner Pierson to adjourn the meeting. All aye, motion carried.

Meeting adjourned at 11:17 a.m.



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Secretary



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Chairman