

Regular Board Meeting
November 19, 2007
1:30 P.M.

The regular meeting of the Board of Commissioners of the McHenry County Housing Authority was called to order by Chairman Reece at 1:32 P.M., on October 15, 2007, at the office of the Housing Authority, 1108 N. Seminary, Woodstock, Illinois.

ROLL CALL:

Commissioners Present: Gary Reece, Chairman
Keith Leathers, Vice Chairman
Mary Reid
Karen Stunkel

Commissioners Absent: Mark Ruda
Les Rebbeck

Others Present: Julie Biel Claussen, Executive Director
Holly Lyons, Administrative Assistant
Bob Dixon, Fiscal Officer
Mary Donner, McHenry County Board
Francis Gosser, Attorney
Joan Vierk, Prospective Tenant Commissioner

MINUTES:

The minutes of the October 15, 2007 regular meeting and the September 17, 2007 and October 15, 2007 executive sessions were presented for approval. Commissioner Leathers made a motion to approve the minutes of the October 15, 2007 regular meeting 2007 and October 15, 2007 executive sessions as presented. Commissioner Reid seconded the motion. There was unanimous approval and the motion carried.

COMMISSIONER COMMENTS/ PUBLIC COMMENTS:

Commissioner Reece welcomed Joan Vierk, the prospective tenant commissioner.

FINANCIAL REPORTS:

Commissioner Reid moved to adopt the financial reports. Commissioner Leathers seconded the motion. Bob Dixon presented the Section 8 Voucher financials. There was a \$4,897.61 profit. There was a \$3,063.45 profit in the Public Housing financials this month. The Cost Allocation was approximately \$1,000 less than last month. The snow removal for the office was prepaid for the season in the amount of \$960. SilverTrees I had a profit this month of \$122.40 this month, however is still running negative for the year. The water and sewer bills are higher for SilverTrees I due to the laundry facilities in the community room. SilverTrees II had a profit of \$396.77 this month. GreenTrees had a profit of \$2,957.30 and has a positive cash flow. There were some additional maintenance items this month including installation of a new water heater, drier repairs and two lock installations. The \$800 per month landscaping bill is the last for the season. Bob Dixon stated there was nothing unusual to report for the DHS funding. The 2005 HOME Rehab program will be complete November 30, 2007. Some unexpended administration funds will be used for the

next year grant. The 2006 CDBG program has spent \$191,741.95 of the \$240,000 total grant. The 2007 CDBG has spent \$64,375.50 year to date. There was a roll call vote with unanimous approval, and the motion to adopt the financial report carried. Mr. Dixon left the meeting.

BILLS DUE:

The legal bill in the amount of \$1,465.50 was presented. Commissioner Reid motioned to pay the legal bill. Commissioner Stunkel seconded the motion. There was a roll call vote and all of the Commissioners voted in favor of the motion. The motion carried.

LEGAL MATTERS: Mr. Gosser reported that he completed the eviction for Public Housing. The tenant voluntarily moved. The foreclosure hearing for Stull is scheduled for next week. There is no new action on the previous Freedom of Information Act that we had received.

A discussion regarding the hourly rate for the attorney ensued. Commissioner Stunkel motioned to increase the hourly rate for legal services from \$150 to \$175 effective December 1, 2007. Commissioner Leathers seconded the motion. The Commissioners voted in favor and the motion passed.

Commissioner Reid made a motion, seconded by Commissioner Leathers to enter into Executive Session pursuant to 5ILCS 120/2(c)(11) Probable or Imminent Litigation. A roll call vote was taken and the motion passed.

Commissioner Stunkel made a motion, seconded by Commissioner Leathers to exit Executive Session. The Commissioners all voted aye and the motion passed. No action was taken by the Board of Commissioners in Executive Session.

PROGRAM REPORTS:

Julie Biel Claussen stated that the Section 8 program was 98% leased up.

Julie explained the new report for Public Housing. The Public Housing Capital Funds report shows that \$5,537.89 has been expended on the Howard Street property in Harvard.

LIHEAP program has been busy with appointments. There was an article in the paper that told the story of a family that had their electricity shut off. The LIHEAP department worked with the family and did what they could to get them reconnected.

There is a set aside of funding from Commonwealth Edison under the Weatherization program to assist all electric multifamily units. The SilverTrees and GreenTrees apartments will qualify for the program. New heaters, water heaters, thermostats and refrigerators will be installed as needed along with caulking and fluorescent bulbs for the tenants. This should significantly reduce the tenants' heating costs. The Housing Authority, as owner of the buildings will have to pay ½ of the cost of the mechanical systems. This is estimated at \$26,470 for GreenTrees and \$14,664 for SilverTrees I and II. This will come from the project reserves.

Rental Housing Support Program – Julie Biel Claussen distributed the description of the program and the calculation regarding how much money the McHenry County Housing

Authority would be applying for. Commissioner Stunkel made the motion to apply to Illinois Housing Development Authority for funding for the Rental Housing Support Program in McHenry County in an amount not to exceed \$1,220,000. Commissioner Reid seconded the motion. All the Commissioners voted in favor of the motion and Commissioner Reece declared the motion carried.

ADMINISTRATIVE BUSINESS

CDBG Commission Report – Commissioner Ruda submitted a report via e-mail. The CDBG Commission discussed a recent HUD audit at the October meeting. The HUD auditors compared the administrative costs of McHenry County with Will County and suggested that McHenry County should be spending more on administering the program. The McHenry County staff is hoping to continue its practice of using less money for administration and putting more money into funding projects.

Commissioner Stunkel made a motion, seconded by Commissioner Leathers to enter into Executive Session pursuant to 5ILCS 120/2(c)(1) Personnel Issue. A roll call vote was taken and the motion passed.

Commissioner Leathers made a motion, seconded by Commissioner Reid to exit Executive Session. The Commissioners all voted aye and the motion passed. No action was taken by the Board of Commissioners in Executive Session.

COMMISSIONER COMMENTS: None.

Commissioner Leathers made a motion to adjourn, and Commissioner Reid seconded the motion. The Commissioners all voted aye. The meeting adjourned at 3:00 P.M.

Respectfully submitted,

Julie Biel Claussen, Secretary

Gary Reece, Chairman