

**Pike County Housing Authority
Board Meeting Minutes
January 2025**

The scheduled monthly Board Meeting of the PCHA Board of Commissioners was held on Thursday, January 16, 2025. The meeting was held via a combination of in person and Zoom. All attendance details were furnished to the public by a posted agenda on the door at the main PCHA office and also posted on the PCHA website www.pikehousing.com.

The meeting was called to order at 4:07 pm with no guests in attendance.

Members present:

Commissioner: Noelle Flesner
Commissioner: Mark Pulliam
Executive Director: Chris Bruns
Executive Assistant: Tonya Kirk
Chair: Cindy Prentice
Vice Chair: Leslie Henry via Zoom

Members absent:

Minutes Review:

A review of the December 2024 Regular Session Minutes occurred. There were no corrections or changes recommended.

Occupancy Reports:

A review of the January 2025 Occupancy Reports occurred next. There were no questions or concerns raised.

Financial Reports:

A review of the December 2024 Financial Reports occurred next. There were no questions or concerns raised.

At this time, Noelle F. motioned to accept the consent agenda of the December 2024 Regular Session Minutes, January 2025 Occupancy Reports, and December 2024 Financial Reports. Motion seconded by Mark P.

Voice vote was as follows:

Mark P.: Aye
Noelle F.: Aye
Cindy P.: Aye
Leslie H.: Aye

Old Business

1. Operating Subsidy FY 2025. For Op Sub 2025, a payment voucher of \$50,324.00 was requested by Chris B. on 1/2/2025. For the first 3 months and 2 days of the year the PHA is authorized for \$150,971.00 in funding at an initial proration level of 95%.

2. Capital Fund Program FY 2023. On 12/18/2024, a pre-bid meeting was held at the PHA to meet with any interested bidders for the Griggsville exterior improvements. During that meeting bidder/contractor requirements were discussed along with the work that is to be performed and the expected time of completion after start. After the meeting, all interested parties went out for a tour of the project site. On 1/2/2025, Addendum #1 was issued for the project due to changing wage rates as a result of General Wage Decision IL20240023 Modification #7 dated 12/13/2024. On 1/9/2025, a bid opening was held to open all bids received. There were two bids received, one from Rody Exteriors (\$435,000.00, Unit Price A \$62.00, Unit Price B \$38.00) and the other from Laverdiere Construction (\$371,680.00, Unit Price A \$49.38, Unit Price B \$23.13). Both firms provided the necessary bid security and

acknowledged the Addendum. The bid opening information was furnished to Eggemeyer Associates for their review and it is their recommendation to accept the low bid from Laverdiere Construction, which was \$31,320.00 below the original estimate. HUD Chicago emailed about the status of obligating the CFP 2023 grant on 1/13/2025. With the good price of the work, there will be some adjustment to the budget for the operations line item to 25% of the overall grant value. With that change, the contract signed with the contractor, and the contract with architect, the PHA will be at 91% obligation of the grant, which will satisfy the 90% obligation requirement by the 2/16/2025 deadline.

Resolution 2025-1

At this time, Leslie H. resolved to accept the Laverdiere Construction proposal by resolution as recommended by Eggemeyer Associates for the CFP 2023 Grant. Resolution was seconded by Noelle F.

Voice vote was as follows:

Mark P.: Aye
Noelle F.: Aye
Cindy P.: Aye
Leslie H.: Aye

3. AHRMA Insurance FY 2025. With the payment to AHRMA for the 1st quarter of 2025 insurance coverage, AHRMA has furnished the various policies coverage documents, declarations, certifications, and endorsements. These are being supplied for the Board's records.

4. Repositioning. Towards the end of 2024, Chris B. had Beth Zumwalt of River County News follow up with a story she had run earlier in the year on the PHA's demolition disposition efforts. Chris B. provided an update, however when it was printed was not what was said. In regards to the overall activity, Chris B. has discovered an avenue for the demolition of some PHA units, which can be discussed further at the meeting. With the units planned

to be sold, there is a very strong likeliness for the removal of 22 PHA units in FY 2025.

New Business

1. ACOP Revision FY 2025. Due to recent guidance from HUD, Chris B. has another update to the PHA's ACOP to complete. There was already one in the works, but with the new guidance there are certain requirements to be in effect by July 1st. There is still a conflict with the updated measures and various software providers that is being sorted out which is causing the delay of the full HOTMA updates.
2. Johnson Controls M&V Reporting FY 2025. Aaron D. of Johnson Controls reached out on 1/3/2025 to let the PHA know that JCI was beginning to prepare the M&V report for FY 2025 and to get some initial information. Chris B. supplied them the requested information to get started. There is plenty of time as the M&V report is not due to HUD until 5/1/2025.
3. Exempt Property Certification FY 2025. In order to maintain the PHA's tax exempt status from real estate taxes, the PHA must file an exemption form with Pike County for each parcel owned every year. This has been done for FY 2025 by Chris B.
4. A&E RFQ FY 2025. In reviewing contracted services, Chris B. observed that the agreement for A&E services with Eggemeyer Associates expired on 6/30/2024. This was noted at the time, but due to the planning for CFP 2021 & 2022 that had taken place prior to that date, it was observed to be in the PHA's best interests financially to utilize Eggemeyer Associates once again for the CFP 2023 scope of work. The CFP 2021 & 2022 work included exterior improvements for 71-1 Barry, 71-2 Barry, and 71-3 Pleasant Hill, with the possibility of including 71-4 Griggsville if the bids came in satisfactorily. They did not, however, EA had to plan for it just in case so there were extensive designs and plans created for the Griggsville site. This is the largest reason why the A&E fees for the CFP 2023 grant were only \$18,555.00. If EA or another firm had to start from scratch that fee would

have likely been doubled. Once the PHA is nearing the completion of the CFP 2023 project, the bid process will begin for A&E services.

5. Waste Management RFP FY 2025. On 3/31/2025, the PHA's waste management agreement with GFL will expire. In the next couple of weeks, Chris B. will get the advertisement posted in the local paper and on the PHA's website. This will be set up to only cover the PHA's units it is currently trying to rent and also will give the PHA an out once the demolition disposition activity takes place, much like the setup with the wastewater treatment facility in Baylis and the operator there.

At 4:28 p.m., there were no further topics for discussion and so it was called for a motion by Noelle F. to adjourn the Board Meeting. Motion seconded by Leslie H.

Voice votes as follows:

Mark P.: Aye
Noelle F.: Aye
Cindy P.: Aye
Leslie H.: Aye



Chris Bruns
Executive Director / Secretary
Pike County Housing Authority
2/20/2025



Cindy Prentice
Board Chair
Pike County Housing Authority
2/20/2025

