

MINUTES OF THE REGULAR
MEETING OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY
OF MICHIGAN CITY, INDIANA, HELD ON
TUESDAY, FEBRUARY 16, 2010

The Commissioners of the Housing Authority of the City of Michigan City, Indiana held a regular meeting on Tuesday, February 16, 2010 at 4:30 p.m. The meeting was held at the Michigan City Housing Authority, 621 East Michigan Boulevard, Michigan City, Indiana 46360. Chairperson Carla Mock called the regular meeting to order at approximately 4:33 p.m. Commissioners who attended the meeting included Vice Chairperson Ronald Strauss, Commissioner Eddie Wilson, Commissioner William Fine, Commissioner Yolanda Thomas-Davis, Commissioner Hesham Khalil, and Housing Authority Attorney Michelle Bazin-Johnson. Commissioner Hazel Thomas did not attend this meeting. Public attendees included ALCO TV representative Andre Steele. Housing Authority personnel, who attended the Board meeting, included Executive Director Lenda Wilson, and Executive Secretary Robin Fly.

APPROVAL OF MINUTES:

January 19, 2010

Chairperson Mock called for approval of the regular Board meeting minutes and resolutions dated January 19, 2010. Commissioner Wilson motioned approval of the minutes and resolutions as presented to the Board; Commissioner Davis seconded the motion.

CARRIED

WELCOME NEW COMMISSIONER:

Chairperson Mock welcomed Mr. Hesham Khalil as the new commissioner appointed by the City's Mayor; she welcomed the value of his expertise in the areas of engineering and land surveying as a commissioner on the Board.

APPROVAL OF MANAGEMENT REPORTS:

Chairperson Mock called for approval of management reports as presented to the Board. Commissioner Wilson commended the proficiency of staff in submission of monthly management reports. Commissioner Fine asked about the formation of a resident council at Lakeland Estates. Executive Director Wilson said that the United States Department of Housing and Urban Development (HUD) encourages the development of resident councils. With no further comments, Vice Chairperson Strauss motioned approval of management reports month ending January 2010; Commissioner Davis seconded the motion.

CARRIED

COMMITTEE REPORTS:

OLD BUSINESS:

Update 4 Replacement Housing Units

Chairperson Mock called for an update of four (4) replacement housing units. She informed the Board that the information from HUD has been placed on hold. Executive Director Wilson said that the HUD representative who was assigned to the replacement housing project has retired, and that HUD has assigned a new representative. HUD is now directing all if efforts toward the American Reinvestment and Recovery Act (ARRA), and has placed all other projects temporarily aside according to Executive Director Wilson.

Update American Reinvestment and Recovery Act

Chairperson Mock called for an update of the American Reinvestment and Recovery Act (ARRA). She said that Executive Director Wilson said that the contract has arrived and that the Housing Authority is waiting on Attorney Bazin-Johnson to review the contract before moving forward. Executive Director Wilson said that the funds must be obligated by March 15, 2010.

NEW BUSINESS:

Copy Machine Replacement

Chairperson Mock called for approval of a copy machine replacement quote. Vice Chairperson Strauss, president of the Asset Committee, informed the Board that the Housing Authority has decided to only replace one (1) copy machine and transfer a copier owned by the Housing Authority to Lakeland Estates. He said that three (3) companies submitted the following quotes listed below to include Ikon, Gateway located in Munster, Indiana, and Adams Remco. Vice Chairperson Strauss said that Adams Remco who had the best quote for a new Savin C2828 copier/printer for a cost of \$270.50 per month on a 48-month lease agreement. He said that the quotes tend to be confusing with inclusion of various variable costs.

	Option 1	Monthly Cost	Copy Cost	Purchase	
Adams Remco				Sheets	Max. Paper Cap.
48 Month Lease New Savin C2828 \$1 buy out	\$132.00	\$270.50	Color Copy 0.07 B/W Copy 0.008	\$6,100.27 28pg B/W & Color	4400 Sheets
Gateway					
60 Month Lease Konica Minolta C280 \$1 buy out	\$140.00	N/A	Color Copy 0.08 B/W Copy 0.009	\$6,665.00 28/22pg B/W & Color	1100 Sheets
Ikon					
60 Month Lease Ricoh MPC4000 \$1 buy out	\$168.10	\$261.60	Color Copy 0.065 B/W Copy 0.008	N/A 40 pg Color	2300 Sheets
Category 4					

Commissioner Wilson said that employees at the Housing Authority are accustomed to utilizing the Savin copier/printer on a regular basis. In reference to the Gateway quote, Commissioner Wilson said that the Housing Authority wanted to lease the copier on a 48-month lease and that Gateway only provided a 60-month lease. Vice Chairperson Strauss stated that Adams Remco is the Housing Authority's current vendor, and the Housing Authority is pleased with their past performance.

Commissioner Khalil asked if the Housing Authority has checked references for Adams Remco. In reply, Executive Director Wilson said that Adams Remco is the Housing Authority's current copier service provider. With no further questions, Vice Chairperson Strauss motioned to award quote to Adams Remco for a 48-month lease of a new Savin C2828 color copier/printer at \$270.50 per month. Commissioner Fine seconded the motion.

After discussion, Carla Mock introduced the following resolution:

RESOLUTION NUMBER 2010-16

A RESOLUTION OF THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA, TO APPROVE QUOTE FROM ADAMS REMCO, INC. FOR A 48-MONTH LEASE OF A SAVIN C2828 COPIER/PRINTER AT \$270.00 PER MONTH.

The resolution was moved by Vice Chairperson Ronald Strauss and seconded by Commissioner Bill Fine.

AYES

Carla Mock
 Ronald Strauss
 Yolanda Thomas-Davis
 Eddie Wilson
 William Fine
 Hesham Khalil

NAYS

CARRIED

Commissioner Hazel Thomas did not attend this Board meeting.

Committee Assignments

Chairperson Mock asked the Board to email her three (3) selections of committee assignments listed according to their preferences. She said that if there is a lack of persons on a committee, she would sit in on that particular committee. She also informed the Board that reviewing the Housing Authority's budget is an assignment of the policy and personnel committee.

Approval of Bills

For Your Information

Public Comment

Adjournment

With no other business before the Board, Chairperson Mock adjourned the Board meeting at approximately 5:04 p.m.

Carla Mock, MCHA Chairperson

ATTEST:

Lenda Wilson, MCHA Executive Director

RESOLUTION NUMBER 2010-16

A RESOLUTION OF THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA, TO APPROVE QUOTE FROM ADAMS REMCO, INC. FOR A 48-MONTH LEASE OF A SAVIN C2828 COPIER/PRINTER AT \$270.00 PER MONTH.

WHEREAS upon the Housing Authority of the City of Michigan City request for quotes from companies for a new copier/printer, the following companies responded with the following quotes:

	Option 1	Mo Cost	Copy Cost	Purchase	
Adams Remco				Sheets	Max. Paper Cap.
48 Mo Lease New Savin C2828 \$1 buy out	\$132.00	\$270.50	Color Copy 0.07 B/W Copy 0.008	\$6,100.27 28pg B/W & Color	4400 Sheets
Gateway					
60 Mo Lease Konica Minolta \$1 buy out C280	\$140.00	N/A	Color Copy 0.08 B/W Copy 0.009	\$6,665.00 28/22pg B/W & Color	1100 Sheets
Ikon					
60 Mo Lease Ricoh MPC4000 \$1 buy out	\$168.10	\$261.60	Color Copy 0.065 B/W Copy 0.008	N/A 40 pg Color	2300 Sheets
Category 4					

WHEREAS, the Asset Committee met to discuss the quotes and recommended approving the quote from Adams Remco for a new Savin C2828 copier/printer for \$270.00 a month for a 48-month lease, and

WHEREAS, the Asset Committee stated that Adams Remco is presently the current service provider for the Housing Authority and offers a 48-month lease instead of a 60-month lease.

NOW THEREFORE BE IT RESOLVED that Board of Commissioners approved the quote from Adams Remco for a 48-month lease of a Savin C2828 copier/printer at a cost of \$270.00 per month.

Adopted this 16th day of February 2010.

Resolution moved by: Vice Chairperson Ronald Strauss

Resolution seconded by: Commissioner Bill Fine

Carla Mock, MCHA Chairperson

ATTEST: