

**REGULAR MONTHLY MEETING OF THE HOUSING AUTHORITY  
COMMISSIONERS OF THE CITY OF MERRILL, WISCONSIN**

**Wednesday, September 11, 4:00 P.M. Jenny Towers Library, Merrill, WI**

**PRESENT:** Chairman Kathy Colclasure, Denise Humphrey, Paul Wagner, Amanda Kostman, Rob Norton (Ex-Officio), LaDonna Fermanich and Kay Tautges.

**ABSENT:** Richard Weissinger

**PUBLIC HOUSING - PARK PLACE and WESTGATE MEETING** called to order by Chairman Kathy Colclasure. LaDonna requested that "Other Legal Matters" be added to the Closed Session portion of the agenda. A motion to excuse Richard Weissinger from both meetings, to revise the Closed Session portion of the agenda and approve the minutes of August 14<sup>th</sup>, 2013 meeting. Kostman/Wagner. Motion passed unanimously.

Discussion and motion to approve Checks #21349 thru #21391 and Billings to date for August 2013 with attached list of expenditures: Kostman/Humphrey. Passed unanimously by roll call vote: Kostman - aye, Colclasure -aye, Wagner - aye and Humphrey - aye. LaDonna will check into the possibility of paying for the elevator service/maintenance contract on a quarterly basis for next year.

Move-ins and Move-outs for August 2013: La Donna reported that she has had a few people stopping by to look at apartments. HUD has given the approval for some of the apartments to be "vacant due to market conditions". This means that fewer vacancies will be included in HUD reports and should help our HUD scoring. Motion to accept report and place on file. Wagner/Humphrey. Motion passed unanimously.

Report on Park Place Investments: LaDonna changed the format of the report so that it will be easier to read. She reported that the two accounts at River Valley Bank realized a gain of \$233.11 during the past month. Motion to accept report and place on file. Kostman/Wagner. Passed unanimously.

Review Annual Financial Audit for year ending December 31, 2012: Some Commissioners did not bring their copies of the Audit report to the meeting. LaDonna gave a brief overview of the audit reporting that it was a clean audit with no findings or concerns. The opinions noted on page 3 & 4 of the report give standard wording to what is considered a good audit. Motion to table the review of the Annual Financial Audit until next meeting. Kostman/Wagner. Passed unanimously.

Closed Session - Discussion of Developer Proposals and Interviews, Final Vote and Other Legal Matters: Motion to go into closed session. Kostman/Humphrey. Passed unanimously. LaDonna recommended going with Paul Dombrowski for our Tax Credit Attorney. Motion to continue to explore options of going with Paul Dombrowski as Tax Credit Attorney. Wagner/Kostman. Passed unanimously. Motion to not take any action on the current RFQ, continue to evaluate our options and readdress current or potential revised RFQ in March or April of 2014. Kostman/Wagner. Passed unanimously. Motion to return to open session: Kostman/Wagner. Passed unanimously.

For the Good and Betterment of the Public Housing Program:

1. Commissioner Items/Comments: None.
2. Executive Director's Report: LaDonna will be attending the WAHA Fall Conference on Wednesday next week and will be on vacation for the rest of the week. Lynn will be attending COS training the week of the 25<sup>th</sup>.
3. Public Comment Period: None

The next regular meeting of the Commissioners of the Housing Authority will be held on **October 9, 2013, 4:00 p.m., Jenny Towers Library, 711 E. 1<sup>st</sup> Street, Merrill, WI.**

Motion to adjourn at 4:50 P.M. and open Section-8 Housing - Jenny Towers Meeting. Kostman/Humphrey.  
Passed unanimously.

  
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Kathy Coleclasure, Chairman

  
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Kay Tautges, Recording Secretary

  
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LaDonna Fermanich, Executive Director

**REGULAR MONTHLY MEETING OF THE HOUSING AUTHORITY  
COMMISSIONERS OF THE CITY OF MERRILL, WISCONSIN**

**Wednesday, September 11, 2013, 4:50 P.M., Jenny Towers Library, Merrill, WI 54452**

**PRESENT:** Chairman Kathy Colclasure, Amanda Kostman, Denise Humphrey, Paul Wagner, Rob Norton (Ex-Officio), LaDonna Fermanich and Kay Tautges.

**ABSENT:** Richard Weissinger

**SECTION-8 HOUSING - JENNY TOWERS and SCATTERED SITES MEETING** called to order by Chairman Kathy Colclasure. Motion to approve minutes of August 14, 2013 meeting and today's agenda: Kostman/Humphrey. Motion passed unanimously.

Discussion and motion to approve Checks #16547 thru #16596 and Billings to date for August 2013 with attached list of expenditures: Kostman/Wagner. Passed unanimously by roll call vote: Colclasure-aye, Kostman-aye, Humphrey-aye, and Wagner-aye.

Discussion and Approval of Move-ins and Move-outs for August 2013: LaDonna reported that most of the vacancies have now been filled. The brochure has been updated and revised. She will e-mail Commissioners a copy of it. We will be representing MHA at the Healthy Living Expo on October 8<sup>th</sup> at the Marc and hope to generate some interest and applications. Motion to accept report and place on file. Kostman/Humphrey. Motion passed unanimously.

Report on Jenny Tower Investments: LaDonna reported a gain of \$9,317.79 in the BMO Harris Bank Trust Investment. Motion to accept and place on file the Investment Report. Humphrey/Kostman. Passed unanimously.

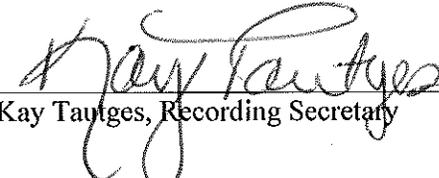
For the Good and Betterment of the Section-8 Housing Program:

1. Commissioner Items/Comments – Commissioners think that since we will be holding off on the RFQ we should consider if it would pay to have a market study done. LaDonna mentioned that the U.S. Census report does have some useful market information. Rob Norton was asked if he knew of any market surveys completed by the City which could give us more information.
2. Executive Director's Report – None
3. Public Comment - None.

The next regular meeting of the Commissioners of the Housing Authority will be held on **Wednesday, October 9, 2013, 4:00 p.m. Jenny Towers Library, 711 E. 1<sup>st</sup> Street, Merrill, WI.**

Motion to adjourn meeting at 5:07 p.m. Kostman/Weissinger. Motion passed unanimously.

  
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Kathy Colclasure, Chairman

  
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Kay Tautges, Recording Secretary

  
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LaDonna Fermanich, Executive Director