

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

Wednesday, November 13, 4:00 P.M. Jenny Towers Library, Merrill, WI

PRESENT: Chairman Kathy Colclasure, Richard Weissinger, Amanda Kostman, Paul Wagner (arrived late), Rob Norton (Ex-Officio), LaDonna Fermanich and Kay Tautges.

PUBLIC HOUSING - PARK PLACE and WESTGATE MEETING called to order by Chairman Kathy Colclasure.

Election of Officers for 2014: Kathy opened the floor to nominations for Chairman and Vice-Chairman. Kathy Colclasure was nominated for Chairman. Denise Humphrey was nominated for Vice-Chairman. Nominations were closed. Motion was made to elect Kathy Colclasure as Chairman. Kostman/Humphrey. Passed unanimously. Motion to elect Denise Humphrey as Vice-Chairman. Kostman/Weissinger. Passed unanimously.

Motion to approve the minutes of October 9, 2013 meeting and today's agenda: Kostman/Humphrey. Motion passed unanimously.

Discussion and motion to approve Checks #21431 thru #21479 and Billings to date for October, 2013 with attached list of expenditures: Kostman/Humphrey. Passed unanimously by roll call vote: Kostman - aye, Humphrey-aye, Colclasure -aye and Weissinger-aye.

Move-ins and Move-outs for October 2013: Motion to accept report and place on file. Kostman/Weissinger. Motion passed unanimously.

Report on Park Place Investments: LaDonna reported modest gains on the account. Motion to accept report and place on file. Kostman/Humphrey. Passed unanimously.

Report on recent Park Place/Housing Issues and potential changes being considered: LaDonna gave Commissioners an update of projects she is currently working on or planning for as well as some recent issues which will need to be addressed by the board in upcoming meetings. Key items include reviewing staff and tenant safety plans, modification of Park Place office hours, secured building hours, and installation of security cameras. Also, consideration to reducing our liability exposure by the possible elimination of emergency pull chord assist, resident assistant positions and public posting of individual tenant information including names and apartment or phone numbers. In addition, we will be losing a significant source of income because Sprint is decommissioning their Park Place cell tower and we are being told we will have major wiring issues to address if we wish to continue using Charter for cable service in the next year. Also, there is strong tenant and staff support for implementing a Smoke Free Building policy that will be looked into. [Comm. Wagner joined the meeting mid-report].

Quarterly Financial Statements for period ending September 30, 2013: LaDonna provided a brief overview of the Financial Statement ending September 30, 2013. Motion to accept and place on file: Kostman/Wagner. Passed unanimously.

Approve Resolution No. 368 "Public Housing Operating Budget for 2014": LaDonna gave Commissioners an overview of the proposed budget for 2014. The budget is not reflective of any redevelopment costs, capital fund expenditures, or consideration for Charter cable wiring. These items would need to be budgeted separately and

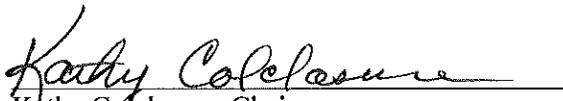
come from our reserves. Motion to approve Resolution No. 368 "Public Housing Operating Budget for 2014". Wagner/Humphrey. Passed unanimously by roll call vote: Kostman - aye, Humphrey-aye, Colclasure -aye and Weissinger-aye.

For the Good and Betterment of the Public Housing Program:

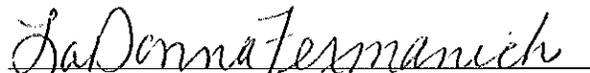
1. Commissioner Items/Comments: Paul scanned the architectural drawings given to him by LaDonna and put those on a flash drive. He offered to put additional building plans on the flash drive as well.
2. Executive Director's Report: LaDonna attended an HR training seminar and is aware that work will need to be done on policies and job descriptions. She also participated in a HUD Webinar which highlighted the finalized Capital Funding Rule. Changes made to these rules look to have an overall positive effect on any future re-development plans.
3. Public Comment Period: None

The next regular meeting of the Commissioners of the Housing Authority will be held on **Wednesday, December 11, 2013, Christmas Luncheon, 3's Company, Merrill, WI. Please note the meeting time has been changed to 1:00 p.m.**

Motion to adjourn at 5:40 P.M. and open Section-8 Housing - Jenny Towers Meeting. Wagner/Weissinger. Passed unanimously.


Kathy Colclasure, Chairman


Kay Tautges, Recording Secretary


LaDonna Fermanich, Executive Director

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

Wednesday, November 13, 2013, 5:40 P.M., Jenny Towers Library, Merrill, WI 54452

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

SECTION-8 HOUSING - JENNY TOWERS and SCATTERED SITES MEETING called to order by Chairman Kathy Colclasure. Motion to approve minutes of October 9, 2013 meeting and today's agenda: Wagner/Humphrey. Motion passed unanimously.

Discussion and motion to approve Checks #16636 thru #16682 and Billings to date for October 2013 with attached list of expenditures: Wagner/Kostman. Passed unanimously by roll call vote: Colclasure-aye, Kostman-aye, Wagner- aye, Humphrey-aye, and Weissinger-aye.

Discussion and Approval of Move-ins and Move-outs for October 2013: Motion to accept report and place on file. Kostman/Wagner. Motion passed unanimously.

Report on Jenny Tower Investments: LaDonna reported a modest gain to the BMO Harris Bank Trust Investment. Motion to accept and place on file the Investment Report. Kostman/Humphrey. Passed unanimously.

Quarterly Financial Statements for period ending September 30, 2013: LaDonna provided a brief overview of the Financial Statement ending September 30, 2013. Motion to accept and place on file: Kostman/Wagner. Passed unanimously.

Approve Resolution No. 369 "Section 8 Operating Budget for 2014": LaDonna reviewed the proposed 2014 budget with Commissioners. Motion to approve Resolution No.369 "Section 8 Operating Budget for 2014". Wagner/Kostman. Passed unanimously by roll call vote: Colclasure-aye, Kostman-aye, Wagner- aye, Humphrey-aye, and Weissinger-aye.

Approve Health Insurance recommendations: LaDonna reviewed comparables between the Tradition \$500-10% health insurance plan and our current Security Health insurance plan. Based on overall cost savings to both employee and employer, her recommendation is to switch from our current Security Health Care plan to the Tradition \$500-10% plan offered by Security Health Care. Motion to switch from the current Health Plan to the Tradition \$500-10% Security Health Care Plan. Kostman/Wagner. Passed unanimously.

Approve Reinstatement of Longevity Benefits: LaDonna asked Commissioners to reinstate Longevity Payments for 2013 using 2012 rates as provided in hand-out, and to revisit the Longevity Benefits, administration and policy, if any, from the Housing Authority Level as opposed to the City Level in 2014. Motion to move away from a longevity based benefit and create a year-end performance bonus eligible to all employees working as of Jan. 1 of each year. The bonus should be tied to some tangible measure and proportionate to employee wages. Wagner/Kostman. LaDonna will work on this and bring it and bring back to Commissioners for approval.

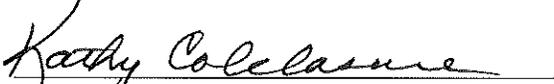
Closed Session: Personnel Matters regarding 2014 Individual Performance Reviews: Motion to go into closed session. Kostman/Humphrey. Passed unanimously. Minutes from Closed Session to be filed separately and confidentially. Closed Session attended by : K. Colclasure, D. Huphrey, P. Wagner, A. Kostman, R. Weissinger, R. Norton and L. Fermanich. Motion to return to open session: Wagner/Humphrey. Passed unanimously.

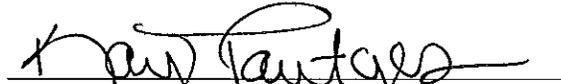
For the Good and Betterment of the Section-8 Housing Program:

1. Commissioner Items/Comments – None.
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, December 11, 2013, Christmas Luncheon, 3's Company, Merrill, WI. Please note the meeting time has been changed to 1:00 p.m.**

Motion to adjourn meeting at 6:30 p.m. Kostman/Humphrey. Motion passed unanimously.


Kathy Colclasure, Chairman


Kay Tauges, Recording Secretary


LaDonna Fermanich, Executive Director