

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

Wednesday, June 11, 2014 4:00 P.M. Jenny Towers Library, Merrill, WI

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

ABSENT: Paul Wagner

PUBLIC HOUSING - PARK PLACE and WESTGATE MEETING called to order by Chairman Kathy Colclasure . Motion to excuse Paul Wagner and Amanda Kostman from meeting. Humphrey/Weissinger. Motion passed unanimously.

Public Comment Period: Amanda Kostman arrived. Comments were heard from:

Elaine Weidenhoff, Park Place - The proposed No Smoking policy is not acceptable. She would like to be grandfathered in as a smoker and also feels that burning incense and candles should be allowed. She would not have moved into Park Place had she known there would be no smoking allowed in the building and she has given her notice to move out. By forcing smokers to go outside to smoke, MHA is putting them in a place where they can't protect them.

Gerry Shaver, Park Place - Agreed with many points made by Elaine. Feels smokers should be able to smoke in their apartments and she thinks more notice should have been given so that people have more time with their attempts to quit smoking.

Motion to approve the minutes of May 14, 2014 meeting and today's agenda: Kostman/Humphrey. Motion passed unanimously.

Discussion and motion to approve Checks #21713 thru #21756 and Billings to date for May 2014 with attached list of expenditures: Kostman/Humphrey. Passed unanimously by roll call vote: Humphrey-aye, Kostman-aye, Colclasure-aye, and Weissinger-aye.

Move-ins and Move-outs for May 2014: LaDonna noted that no move-outs were related to the proposed no-smoking policy and that she would continue to report the move-out reasons going forward. Motion to accept report and place on file. Humphrey/Kostman. Motion passed unanimously.

Report on Park Place Investments: LaDonna reported that rent was deposited into this account and is the reason for the larger account increase in May. Clarification on the interest for May was requested. LaDonna will check to make sure that the report is correct. Motion to accept and place on file the Park Place Investment report. Weissinger/Humphrey. Passed unanimously.

Update Report on Charter/Dish (PP&JT): LaDonna has been keeping tenants informed of details in relation to the transition from Charter to Dish. The Dish installation date has changed to June 25th, but we don't anticipate any lapse in service at this time.

No Smoking/Flame Free Policy for Park Place & Jenny Towers: No action will be taken until the July meeting.

Approve split payroll for all maintenance staff for Park Place & Jenny Towers: LaDonna requested approval to split the payrolls of all maintenance positions between Park Place and Jenny Towers due to the restructuring of the maintenance department. Motion to split payroll for the all maintenance positions between Park Place and Jenny Towers. Kostman/Humphrey. Motion passed unanimously.

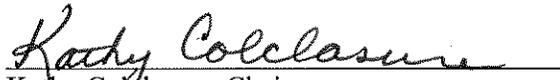
Discuss GPNA results for Five-Year Planning: LaDonna gave Commissioners a summary report of the GPNA findings conducted by Martin Riley Architects and Engineers. Overall, the results show that our buildings are in good shape for their age. The energy audit was also included in the packet of distributed information. LaDonna encouraged Board members to look over the information and forward any five- year plan ideas or questions to her prior to the July meeting. She will also email the full summary reports to the Board for further review. The completed GPNA tool is expansive and should be a good tool for MHA to use when providing HUD with the required reports and plans and the cost associated with paying MRAE to complete it for us was worth every penny.

For the Good and Betterment of the Public Housing Program:

1. Commissioner Items/Comments: None.
2. Executive Director's Report: LaDonna reported that MHA has undergone many changes recently. Some tenants are fine with all the change but there are also many tenants who are very unhappy with changes being made.

The next regular meeting of the Commissioners of the Housing Authority will be held on either **Wednesday, July 9 or July 16, 2014, 4:00 p.m. Jenny Towers Library, 711 E. First Street, Merrill, WI.** LaDonna will contact Commissioners with the exact date after the RFQs are returned on June 20th.

Motion to adjourn at 4:25 P.M. and open Section-8 Housing - Jenny Towers Meeting. Kostman/Humphrey. Motion 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, June 11, 2014, 4:25 P.M., Jenny Towers Library, Merrill, WI 54452

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

ABSENT: Paul Wagner

SECTION-8 HOUSING- JENNY TOWERS and SCATTERED SITES MEETING called to order by Chairman Kathy Colclasure. Motion to excuse Paul Wagner from meeting. Kostman/Humphrey. Motion passed unanimously. Motion to approve minutes of May 14, 2014 meeting and today's agenda: Kostman/Humphrey. Motion passed unanimously.

Discussion and motion to approve Checks #16956 thru #16996 and Billings to date for May 2014 with attached list of expenditures: Kostman/Weissinger. Passed unanimously by roll call vote: Kostman- aye, Humphrey-aye, Colclasure-aye, and Weissinger-aye.

Discussion and Approval of Move-ins and Move-outs for May 2014: LaDonna reported that the JT move out was someone in need for more care and had nothing to do with the proposed no-smoking policy. Motion to accept report and place on file. Kostman/ Humphrey. Motion passed unanimously.

Report on Jenny Tower Investments: LaDonna reported a sizable gain for the month noting that about ½ came from the HAP subsidy and the rest was from investments. No withdrawals were made from the account in May. She also explained that the monthly HAP subsidy will be increasing due to the increase in Market Rent from \$490.00 to \$498.00. Tenants currently paying market rent will be notified of the \$8.00/month increase to their rent during September recertifications. Their increase will be effective in January. Income-based tenants will not be affected as the \$8.00 will be added to the HAP payment we receive, not to their portion of the rent. Motion to accept and place on file the Investment Report. Humphrey/Kostman. Motion passed unanimously.

Approval of Elevator Bid: Three bids were received, all of which were to include an on-going 2 year service contract: Braun ThyssenKnupp bid \$233,600.00, Schindler bid \$196,875.00 and Otis bid \$189,814. Otis currently provides service for the PP elevators and is also willing to renegotiate that maintenance contract to reflect services provided at both buildings. Motion to accept the bid from Otis Elevator Corporation. Kostman/Humphrey. Motion passed unanimously.

Approval of St. Paul Bid: Martin Riley Architects reviewed the bids and advised going with Precision Builder's bid. They noted that some of the other bids were incomplete, missing information, using allowances or using materials not equal to those specified. Precision Builders bid used the products specified. Rob Norton asked if a check had been done to determine if Precision Builder's has been delinquent in paying taxes. Commissioners checked on this during the meeting and found no delinquency on Precision Builder's part. Motion to accept the bid from Precision Builders. Kostman/Humphrey. Motion passed unanimously.

Discuss GPNA results for Five-Year planning: LaDonna provided more information for review by Board Members. (Refer back to the Park Place meeting minutes).

Closed Session: Legal matters and Bargaining Issues: Motion to go into closed session and to include Kay Tautges in the closed session at 4:45 p.m. Kostman/Humphrey. Motion passed unanimously. Minutes from the

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closed session will be filed separately and confidentially. Closed session attended by: K. Colclasure, D. Humphrey, R. Weissinger, R. Norton, A. Kostman, L. Fermanich and K. Tautges. Motion to return to open session at 5:25 p.m. Kostman/Humphrey. Motion passed unanimously.

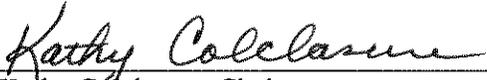
No actions were taken during the closed session.

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 either **Wednesday, July 9 or July 16, 2014, 4:00 p.m. Jenny Towers Library, 711 E. First Street, Merrill, WI. LaDonna will contact Commissioners with the exact date after the RFQs are returned on June 20th.**

Motion to adjourn meeting at 5:26 p.m. Kostman/Humphrey. Motion 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**

CLOSED SESSION MINUTES

Wednesday, June 11, 2014, 4:45 P.M., Jenny Towers Library, Merrill, WI 54452

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

ABSENT: Paul Wagner

SECTION-8 HOUSING- JENNY TOWERS and SCATTERED SITES MEETING motion to go into Closed Session for the purpose of discussing legal matters and bargaining issues. Kostman/Humphrey. Motion passed unanimously.

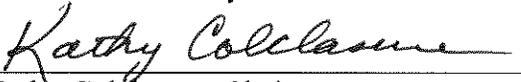
Legal Matters: Update on Myron Dallman: LaDonna and our attorney attended a deposition hearing last week for two Park Place witnesses. Also present were representatives from Otis elevator and the City of Merrill Municipal insurance provider. We can expect it will be a lengthy process.

Bargaining Issues/Property Concerns: LaDonna suggested some ideas regarding the parking lot and old fire department. (See Food For Thought Regarding Development Options handout). LaDonna will contact the Historic Society to find out if the fire department building in on the historic register. Kathy will contact the Mayor and request to be a member of the Ad Hoc warming shelter committee. Commissioners suggested offering to pay 6 months of the LCB drive-up building utility bills if the city is interested in using that building as a warming shelter.

Martin Riley Plans: LaDonna shared plans from Martin Riley which suggested adding 18 two bedroom units in the "jogs" of the PP building. She will need to find out specific HUD guidelines regarding occupancy issues to rent a two bedroom apartment to a single tenant vs. a couple. These ideas, however, were a new take on an old problem and should be shared with any developer going forward.

No actions were taken during closed session.

5:25 p.m. motion to exit Closed Session and return to Open Session: Kostman/Humphrey. Motion passed unanimously.



Kathy Colclasure, Chairman



Kay Tautges, Recording Secretary



LaDonna Fermanich, Executive Director