

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

Wednesday, September 10, 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 from meeting. Kostman/Humphrey. Motion passed unanimously.

Public Comment Period: None

Motion to approve the minutes of August 13, 2014 meeting and today's agenda. Humphrey/Weissinger. Motion passed unanimously.

Horizon Development proforma proposal for Park Place development: (Paul Wagner arrived.) Scott Kwiecinski from Horizon Development presented the board with a proposal reflecting two development options and explained where they think we will score on the WHEDA application and why with each of the options. Motion to approve and sign the Horizon Development Letter of Intent. Kostman/Wagner. Motion passed unanimously. Motion to approve and move forward with the market study proposal. Kostman/Wagner. Motion passed unanimously. The board favored option one over option two , but also asked for some further investigation into other green space within the city which might be available for purchase/development.

Discuss and Approve Tax Attorney Paul Dombroski services and fee structure options: LaDonna informed Board members about service options and the fee structure. Motion to obtain a letter of engagement from Paul Dombroski and to pay for services at an hourly rate initially. Wagner/Humphrey.

Discussion and motion to approve Checks #21835 thru #21883 and Billings to date for August 2014 with attached list of expenditures: Wagner/Weissinger. Motion passed unanimously by roll call vote: Humphrey-aye, Kostman-aye, Colclasure-aye, Wagner-aye and Weissinger-aye.

Move-ins and Move-outs for August 2014: Motion to accept report and place on file. Wagner/Kostman. Motion passed unanimously.

Report on Park Place Investments: LaDonna reported a net increase in the investment fund, due to the ACH rent deposits and the usual modest gains directly attributed to earned interest. Motion to accept and place on file the Park Place Investment report. Kostman/Wagner. Motion passed unanimously.

Discuss and Approve the 2013 Annual Audit: LaDonna referred board members to page 29 and 30 of the audit and to the letter to Board Members, which affirm that there were no findings or deficiencies. The audit is clean and will now be sent to HUD for review. Although satisfied with the performance and reputation of this auditing firm, an RFQ will be done again next year before engaging an auditor. Motion to approve and place on file the 2013 Annual Audit. Humphrey/Wagner. Motion passed unanimously.

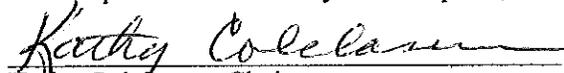
Update on Dish (PP & JT): LaDonna reported that we are now at about 98% of where we should be in regard to reception of the channels which we should have. Tenants are still unable to view some channels. Dish has been contacted, but to date has failed to produce acceptable end results.

For the Good and Betterment of the Public Housing Program:

1. Commissioner Items/Comments: Paul complimented LaDonna for her good work with Horizon on putting together the proposals.
2. Executive Director's Report: LaDonna reported that she has now received a certificate of insurance from United Way for the Warming Center, so keys can now be turned over to them. No significant comments/concerns have been received from tenants regarding the center. Homeless individuals using the center will be required to stay inside all night. They will not be allowed to roam outside or in/out of the facility according to the center's policies. LaDonna placed the required public notice in the newspaper regarding MHA's 5-year plan. The hearing date is scheduled for September 30th. She apprised board members that she contacted various city aldermen serving on the Personnel & Finance board to let them know that MHA has expressed interest in the Old Fire Station now that other committee minutes indicate it will not be used for a city busses.

The next regular meeting of the Commissioners of the Housing Authority will be held on **Wednesday, October 8th, 2014, 4:00 p.m. Jenny Towers Library, 711 E. First Street, Merrill, WI.**

Motion to adjourn at 5:30 P.M. and open Section-8 Housing - Jenny Towers Meeting. Wagner/Weissinger.
Motion passed unanimously. At this point, Chairman Colclasure needed to leave.


Kathy Colclasure, Chairman


Kay Tauges, Recording Secretary


LaDonna Fermanich, Executive Director

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

Wednesday, September 10, 2014, 5:30 P.M., Jenny Towers Library, Merrill, WI 54452

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

ABSENT: Kathy Colclasure (left after the Park Place Mtg.)

SECTION-8 HOUSING- JENNY TOWERS and SCATTERED SITES MEETING called to order by Vice-Chairman Denise Humphrey. Motion to excuse Kathy Colclasure from meeting. Wagner/Kostman. Motion passed unanimously.

Public Comment Period: None

Motion to approve minutes of August 13, 2014 meeting and today's agenda. Wagner/Weissinger. Motion passed unanimously.

Discussion and motion to approve Checks #17074 thru #17120 and Billings to date for August 2014 with attached list of expenditures: Weissinger/Kostman. Motion passed unanimously by roll call vote: Humphrey-aye, Kostman-aye, Wagner-aye and Weissinger-aye.

Discussion and Approval of Move-ins and Move-outs for August 2014: Motion to accept report and place on file. Wagner/Weissinger. Motion passed unanimously.

Report on Jenny Tower Investments: LaDonna reported that roughly \$19,000.00 of these funds come from the monthly WHEDA subsidy, the rest from investment gains. Wagner/Kostman. Motion passed unanimously.

Report on St. Paul and Elevator projects – no action required: LaDonna reported that all work at St. Paul will be finished this week and it will be occupied as of October 1st. Before Otis can begin working on the elevator project, the undersized electric breaker panels need to be replaced. Motion to approve a change order to the elevator contract for the electric breaker panel upgrade. Wagner/Weissinger. Motion passed unanimously. LaDonna reported that we have received the quarterly bill from Schindler for elevator maintenance. The Board advised LaDonna to pay the bill only if that service contract is an annual contract being paid on quarterly installments.

Report on wiring project plans: LaDonna reported that she has received the contract for the wiring project and will be signing it as approved previously by the board.

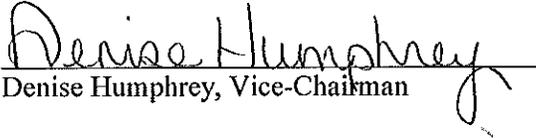
The Board may convene in Closed Session for purposes of discussing legal matters: LaDonna had nothing new to report at this time, so the Board did not go into closed session.

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

1. Commissioner Items/Comments – None.
2. Executive Director's Report – LaDonna reported that she will bring wage range figures back to the Board for review at the October meeting along with other budgetary items.

The next regular meeting of the Commissioners of the Housing Authority will be held on **Wednesday, October 8th, 2014, 4:00 p.m. Jenny Towers Library, 711 E. First Street, Merrill, WI.**

Motion to adjourn meeting at 5:50 p.m. Kostman/Wagner. Motion passed unanimously.


Denise Humphrey, Vice-Chairman


Kay Tauges, Recording Secretary


LaDonna Fermanich, Executive Director