

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

Wednesday, December 10, 2014 11:00 A.M. Los Mezcales, Merrill, WI

PRESENT: Chairman Kathy Colclasure, Denise Humphrey, Amanda Kostman, Paul Wagner, LaDonna Fermanich and Kay Tautges.

ABSENT: Rob Norton (Ex-Officio)

PUBLIC HOUSING - PARK PLACE and WESTGATE MEETING called to order by Chairman Kathy Colclasure . Motion to excuse Rob Norton. Wagner/Humphrey. Motion passed unanimously.

Annual Election of Officers (Chairman, Vice-Chairman): Motion to renominate current officers with a unanimous ballot and to close nominations. Kostman/Wagner. Motion passed unanimously.

Motion to approve the minutes of November 12 and 24, 2014 meetings and today's agenda. Wagner/Humphrey. Motion passed unanimously.

Discussion and motion to approve Checks #21974 thru #22005 and Billings to date for November 2014 with attached list of expenditures: Wagner/Kostman. Motion passed unanimously by roll call vote: Humphrey-aye, Kostman-aye, Colclasure-aye and Wagner-aye.

Move-ins and Move-outs for November 2014: LaDonna reported that move 1 of 3 were due to health issues. The other two moved for financial reasons. Motion to accept report and place on file. Wagner/Kostman. Motion passed unanimously.

Report on Park Place Investments: LaDonna reported that we continue to see a small amount of interest earned each month with our investments. Motion to accept and place on file the Park Place Investment report. Wagner/Kostman. Motion passed unanimously.

Discuss and Approve Resolution No. 384: "Allowance for Doubtful Accounts – Park Place": LaDonna reviewed specific details with the board regarding the delinquent rent obligation which will be declared uncollectible with the approval of this resolution. Motion to approve Resolution No. 384: "Allowance for Doubtful Accounts – Park Place". Kostman/ Humphrey. Motion passed unanimously by roll call vote: Humphrey-aye, Kostman-aye, Colclasure-aye and Wagner-aye.

Discuss & Approve 2015 Employee Performance Goals (tabled until Jan. 2015 meeting).

Horizon Development Progress Update: LaDonna updated Commissioners on progress made since the November meeting and referred Commissioners to the Monthly Development Update included in the meeting packet. She was pleased to report that we have received a confirmation letter from HUD stating that the Jenny Tower Reserves have no specific limitations placed on them by HUD and can be used in conjunction with the Park Place redevelopment project. This was a major hurdle to overcome before any further progress on the proposed project could be made. Motion to proceed with the tax credit application pursuing the proposed direction which includes the renovation of Park Place and new construction on the old LCB property across the street assuming no further issues develop in regard to zoning or property lines. Wagner/Kostman. Motion passed unanimously. Horizon Development is working on the required paperwork for the zoning meeting scheduled for January 6th at City Hall and encourages Commissioners to attend. The zoning for the LCB lots needs to be rezoned from Commercial to Public. Scott has also offered to meet again with board members to give everyone an update on the development progress to date and to answer questions. The consensus was to

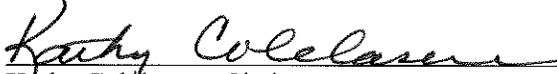
incorporate Scott's visit into the next scheduled Board of Commissioners meeting if at all possible. Also, to complete the WHEDA tax credit application, additional Park Place units will need to be reviewed to meet the full requirements of the WHEDA CNA. Portions of the unit analysis were done with the GPNA study Martin/Riley did for us in April. They are available to complete the remaining units and are an approved provider by WHEDA. Motion to hire Martin/Riley for completion of the CNA study to meet the necessary WHEDA tax credit application requirements. Wagner/Humphrey. Motion passed unanimously.

For the Good and Betterment of the Public Housing Program:

1. Commissioner Items/Comments: LaDonna reported that Mike Wilson, a Park Place resident, has been appointed by the Mayor to serve out the remainder of Richard Weissinger's term (Nov. 10, 2015). Mike was not available to attend today's meeting, but was excited about the opportunity to serve. LaDonna will meet with him prior to the next meeting to bring him up to speed on MHA activities.
2. Public Comment Period: None
3. Executive Director's Report: LaDonna reported that she met with staff to discuss the new health care plan and the elimination of comp. time.

The next regular meeting of the Commissioners of the Housing Authority will be held on **Wednesday, Jan. 14th, 2015, 4:00 p.m. at Jenny Towers Library, 711 E. First Street, Merrill, WI.**

Motion to adjourn at 11:40 P.M. and break for lunch. Humphrey/Kostman. 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, December 10, 2014, 12:08 P.M., Los Mezcales, Merrill, WI 54452

PRESENT: Chairman Kathy Colclasure, Denise Humphrey, Paul Wagner, Amanda Kostman, LaDonna Fermanich and Kay Tautges.

ABSENT: Rob Norton (Ex-Officio)

SECTION-8 HOUSING- JENNY TOWERS and SCATTERED SITES MEETING called to order by Chairman Kathy Colclasure. Motion to approve minutes of November 12 and 24, 2014 meetings and today's agenda. Wagner/Humphrey. Motion passed unanimously.

Discussion and motion to approve Checks #17202 thru #17245 and Billings to date for November 2014 with attached list of expenditures: Wagner/Humphrey. Motion passed unanimously by roll call vote: Colclasure-aye, Humphrey-aye, Kostman-aye and Wagner-aye.

Discussion and Approval of Move-ins and Move-outs for November 2014: LaDonna reported that both of the move-outs were due to the need of additional care. We have immediate openings and will advertise to get the word out and build up the waiting lists for both facilities. Motion to accept report and place on file. Humphrey/Kostman. Motion passed unanimously.

Report on Jenny Tower Investments: LaDonna reported modest gains for the month. She and Kathy met with the investors and discussed the possibility of more conservative investment strategies going forward to preserve our investments in the best possible way knowing we will want to have a significant portion of them available for the Park Place project. Humphrey/Wagner. Motion to accept report and place on file passed unanimously.

Discuss and Approve possible actions regarding Dish Network issues: LaDonna sent a letter to Frank Maydak, State GM for Frontier Communications/Dish, demanding an immediate and responsive solution to the problems we have continued to experience at Jenny Towers. He did call back and Dish Technicians are scheduled to install new equipment on Friday, December 12. On Monday, she will let Board Members know the outcome.

Discuss Fire Station purchase and course of action: LaDonna has scheduled a walk-through of the property with Dave Johnson. The city has given us a preliminary report regarding asbestos, lead paint and other restricted waste. The bid to the city was conditional on HUD approval which will require a Phase I Environmental Study. Motion to issue an RFP for Phase I Environmental Study of the Fire Station Property and approval for LaDonna to engage a contract with the resulting low bid. Kostman/Wagner. Motion passed unanimously.

Report on Elevator Project: LaDonna reported that everything is going well. The project continues to be on schedule despite the need for a change order. Martin/Riley has purchased the equipment which we could not use. The large elevator is finished and work on the small elevator is expected to be completed next week. There will need to be one more electrical shut down to make the electrical transfer for the fire pump.

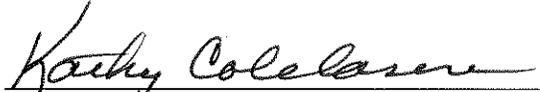
Discuss and Approve Possible Community Donations: Motion to give \$1500.00 each; to The Merrill Food Pantry, the Merrill Area Community Enrichment Center and the Merrill United Way (with funds to be earmarked for the Merrill Warming Center). Wagner/Humphrey. Motion passed unanimously.

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

1. Commissioner Items/Comments – None.
2. Public Comment Period – None.
3. Executive Director's Report – LaDonna thanked the Board Members for all their support and work on the board during the past year. She wished them Merry Christmas and told them to rest up – next year looks to be very busy indeed.

The next regular meeting of the Commissioners of the Housing Authority will be held on **Wednesday, Jan. 14th, 2015, 4:00 p.m. at Jenny Towers Library, 711 E. First Street, Merrill, WI.**

Motion to adjourn meeting at 12:45 p.m. Kostman/Wagner. Motion passed unanimously.



Kathy Coleclasure, Chairman

Kay Tautges, Recording Secretary



LaDonna Fermanich, Executive Director