

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

Wednesday, June 10, 2015 5:14 P.M. Jenny Towers Library, Merrill, WI

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

ABSENT: Paul Wagner

GUESTS: Jenny Tower residents

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

Public Comment Period: Kay Marie Lewis asked if the money approved for the renovations at the California Street property(Jenny Towers meeting business) is worth it. She also feels that even though the initial re-wiring project figures are staggering (Jenny Towers meeting business) she doesn't think we will have people who want to live here if we do not re-wire the building for better TV channel options.

Motion to approve the minutes of May 13, 2015 meeting and today's agenda. Kostman/Humphrey. Motion passed unanimously.

Discussion and motion to approve Checks #22207 thru #22253 and Billings to date for May 2015: Wilson/Kostman. Motion passed unanimously by roll call vote: Kostman-aye, Humphrey-aye, Colclasure-aye and Wilson-aye.

Move-ins and Move-outs for May 2015: LaDonna reported that there were 3 move ins and no move outs for May. There is one move in scheduled for June. Motion to accept report and place on file. Kostman/Wilson. Motion passed unanimously.

Report on Park Place Investments: LaDonna reported \$6733.00 in ACH rent deposits. Investments gains continue to be small but consistent. Motion to accept and place on file the Park Place Investment report. Kostman/Humphrey. Motion passed unanimously.

Report on Horizon Development (Proposed Park Place Redevelopment): LaDonna reported that she has been working with Lincoln Community Bank to establish a financial partnership with MHA and to proceed with the Federal Home Loan Bank 2015 Affordable Housing Program Application. In the end, this partnership should help us to gain the points we need for a better overall scoring position with the WHEDA 2016 tax credit application and hopefully provide additional grant money to offset the gap funding we will need to cover if approved.

Motion to go into closed session at 5:23p.m. Kostman/Humphrey. Motion passed unanimously by roll call vote 4-0: Those attending closed session: Humphrey, Kostman, Colclasure, Wilson, Norton and Exec. Director LaDonna Fermanich.

The minutes from this closed session will be filed separately and confidentially.

Motion to reconvene in open session at 5:30 p.m. Humphrey/Wilson. Motion passed unanimously. There were no formal actions taken during the closed session.

Approve Resolution No. 396 "FHLB Application and Financial Partnership with LCB": Motion to approve Resolution No. 396 "FHLB Application and Financial Partnership with LCB" with the amendments discussed in closed session in order to proceed with the 2015 FHLB Affordable Housing Application. Wilson/Humphrey. Motion passed unanimously by roll call vote: Kostman-aye, Humphrey-aye, Colclasure-aye and Wilson-aye.

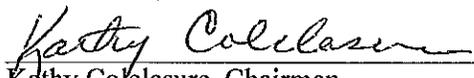
Review and discuss Park Place ACOP Policy chapters 1-16: Each Board Member was asked by LaDonna review three of the sixteen chapters of the pending ACOP Policy and present an overview of the content to the other board members. Board members respectively did so and felt that there was valuable information which will be useful in future policy making decisions by the board. Paul and Denise will provide their overview summaries at the July board meeting. Based on the ACOP, other MHA policies will need to be addressed to coincide with the ACOP. Enforcement of several of the policies by HUD is already in the works. One example of this is a requirement that Public Housing tenants who are not elderly or disabled will be required to complete a specific number of community services hours. MHA should also have access to interpreters when working with applicants/tenants who do not speak English. Amanda will provide LaDonna with a list of interpreters who are used by the county and also a list of agencies that recruit volunteers for the Community Service requirement.

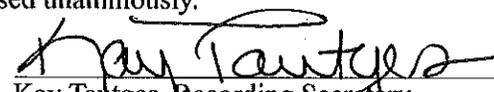
For the Good and Betterment of the Public Housing Program:

1. Commissioner Items/Comments: None
2. Executive Director's Report: LaDonna is registered to attend a 2 day Home for Everyone Seminar in Wausau in July. She recently took part in a HUD increased enforcement of No-Smoking Policies Webinar. Lynn and Diane are meeting with all tenants for annual recertifications. Diane is planning some activities at Park Place. To date, only one family has signed up to attend the Budget seminar being offered at Park Place next week.

The next regular meeting of the Commissioners of the Housing Authority will be held on **Wednesday, July 8, 2015, 4:00 p.m. at Jenny Towers Library, 711 E. First Street, Merrill, WI.**

Motion to adjourn at 6:08 P.M. Kostman/Wilson Motion passed unanimously.


Kathy Colclasure, Chairman


Kay Tautges, Recording Secretary


LaDonna Fermanich, Executive Director

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COMMISSIONERS OF THE CITY OF MERRILL, WISCONSIN**

Wednesday, June 10, 2015, 4:00 P.M., Jenny Towers Library 711 E First Street, Merrill, WI

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

ABSENT: Paul Wagner

GUESTS: Several Jenny Tower residents

SECTION-8 HOUSING- JENNY TOWERS and SCATTERED SITES MEETING called to order by Chairman Kathy Colclasure. Motion to excuse Paul Wagner. Wilson/Kostman. Motion passed unanimously.

Public Comment Period: Gayle Bentley, a Jenny Towers tenant, is wondering if the hallway walls can be repainted.

Motion to approve minutes of May 13, 2015 meeting and today's agenda. Kostman/Humphrey. Motion passed unanimously.

Discussion and motion to approve Checks #17447 thru #17487 and Billings to date for May 2015: Humphrey/Wilson. Motion passed unanimously by roll call vote: Humphrey- aye, Kostman-aye, Wilson-aye and Colclasure-aye.

Discussion and Approval of Move-ins and Move-outs for May 2015: LaDonna reported on one move out which was forced, due to violation of the smoking policy. There are two tenants moving in during the month of June. Motion to accept report and place on file. Kostman/Wilson. Motion passed unanimously.

Report on Jenny Tower Investments: LaDonna reported the deposit of the HAP subsidy for May and interest income through the end of April combined with no withdrawals for capital improvements have resulted in overall increase in investments over last month. Motion to accept report and place on file. Wilson/Kostman. Motion passed unanimously.

Motion to go into closed session at 4:13p.m. Wilson /Humphrey. Motion passed unanimously by roll call vote 4-0: Those attending closed session: Humphrey, Kostman, Colclasure, Wilson, Norton and Exec. Director LaDonna Fermanich.

The minutes from this closed session will be filed separately and confidentially.

Motion to reconvene in open session at 4:51 p.m. Kostman/Humphrey. Motion passed unanimously. No formal actions were taken in closed session.

Approve Resolution #394: "Allocation of Jenny Tower Reserves for Park Place Redevelopment (for 2016)": Motion to Approve Resolution #394: "Allocation of Jenny Tower Reserves for Park Place Redevelopment (for 2016 WHEDA Tax Credit Application)". Kostman/Wilson. Motion passed unanimously by roll call vote: Humphrey- aye, Kostman-aye, Wilson-aye and Colclasure-aye.

Approve Resolution #395: "Release of Funds to Purchase Lot 3, Block 5": Motion to approve Resolution #395: "Release of Funds to purchase Lot 3, Block 5". Kostman/Humphrey. Motion passed unanimously by roll call vote: Humphrey- aye, Kostman-aye, Wilson-aye and Colclasure-aye.

Approval of California Street Capital Improvements: LaDonna reported that Martin/Riley has the plans drawn up for this project. She reviewed the projected cost of the project noting that estimate is based on encapsulating tiles. The remediation of tiles and/or cost of window replacements could change the final bid and actual project cost. Motion to approve the preliminary budget estimated at \$57,750.00 Wilson/Kostman. Motion passed unanimously.

Discussion of Revisions to Capital Improvement Scheduling and A/E Services: LaDonna addressed prior concerns regarding whether or not we are obligated to continue working with Martin/Riley for the Fire Dept. Project. Martin/Riley is knowledgeable about HUD regulations/requirements. LaDonna also feels that we have a good working relationship with Martin/Riley. She has asked them to attend the July Board Meeting to present the wiring project plans and costs to the board. Based on conversations and meetings to date, the wiring project is very complex and the specific implications for each aspect of the project greatly affect all other aspects of the project. With each added component, the cost of the project has gone up significantly. What had started out as a means of upgrading wiring to provide cable TV to the residents has suddenly become much more costly and is now touching numerous electrical services and systems that were not originally part of the plan. LaDonna reminded board members that long-range budgeting and management decisions must keep in mind the income-based nature of our business. We do not have the ability to raise rent once capital funding is depleted. And while cable TV and Free WIFI sound fantastic, there is still a cost to the Housing Authority to provide these "free" or "reduced cost" amenities that we cannot easily recoup with income-based rentals. Therefore, it is important to consider all alternatives that might accomplish the same objective or providing cable and WIFI, but may leave out some of the add-ons that are not necessity driven. LaDonna is surveying tenants for their input as to what type of services they would like to have in the building and how much additional per month they would be willing to pay for those services. Martin/Riley needs to know if the plans should be drawn up with a voice/horn/strobe system or just a horn/strobe fire alarm system. Motion for the plans to include a horn/strobe only fire alarm system. Kostman/Humphrey. Motion passed unanimously.

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

1. Commissioner Items/Comments – None.
2. Executive Director's Report – LaDonna reported that Kay had recently led a gardening activity and a Flippo card game activity. There is an ice cream social scheduled for next week. Some of the tenants who attended the gardening activity have expressed some interest in having raised gardens installed for them to use next spring.

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Motion to adjourn meeting at 5:14 p.m. Wilson/Kostman. Motion passed unanimously.


Kathy Colclasure, Chairman


Kay Tauges, Recording Secretary


LaDonna Fermanich, Executive Director