

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

Wednesday, October 14, 2015, 4:00 P.M., Jenny Towers Library 711 E First Street, Merrill, WI

PRESENT: Chairman Kathy Colclasure, Amanda Kostman, Denise Humphrey, Rob Norton (Ex-Officio), Wayne Zimmerman, and Kay Tautges.

ABSENT: Mike Wilson, 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 Mike Wilson and Paul Wagner. Kostman/Humphrey. Motion passed unanimously. Wayne informed the board that Mike Wilson has moved out of town and will no longer be able to serve as Commissioner. He asked Wayne to thank the board on his behalf; he enjoyed his work as Resident Commissioner and enjoyed living at Park Place. Wayne has posted the Resident Commissioner vacancy notice and there are tenants who expressed interest in the position. The Mayor has been informed of the need to appoint a new Resident Commissioner and we should have a new Resident Commissioner in place by the next meeting.

Public Comment Period: Mary Peters , #206, continues to have a problem with her apartment heat. (Commissioner Wagner arrived during this item.) She feels that despite having staff members and outside contractors check the heating problem, nothing has been done to fix the problem. Wayne will look into this matter. The community room is cool and blows cold instead of warm air. Lucy Pehlke, #314, is wondering what has been decided regarding the plans for updating the wiring in the building.

Motion to approve minutes of September 9, 2015 meeting and today's agenda. Wagner/Kostman. Motion passed unanimously.

Discussion and motion to approve Checks #17612 thru #17650 and Billings to date for September 2015: Wagner/Humphrey. Motion passed unanimously by roll call vote: Wagner- aye, Kostman-aye, Humphrey-aye and Colclasure-aye.

Discussion and Approval of Move-ins and Move-outs for September 2015: Motion to accept report and place on file. Wagner/Humphrey. Motion passed unanimously.

Report on Jenny Tower Investments: Wayne reported that the accounts continue to gain interest. A draw was made during September to cover costs related to the wiring project, California Street Project and the purchase of lobby furniture. Motion to accept report and place on file. Humphrey/Kostman. Motion passed unanimously.

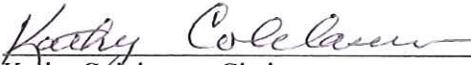
Discussion and Approval of Resolution # 400, "Revision of Article I Section 3 of the Original By-Laws of the Merrill Housing Authority" (Revision of Bi-Laws Pertaining to Meeting Place): Motion to adopt Resolution # 400, "Revision of Article I Section 3 of the Original By-Laws of the Merrill Housing Authority". Kostman/Wagner. Motion passed unanimously by roll call vote: Wagner- aye, Kostman-aye, Humphrey-aye and Colclasure-aye. Wayne reminded the board that now, if the board wants to change the location of board meetings a motion will need to be made/passed to do so.

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

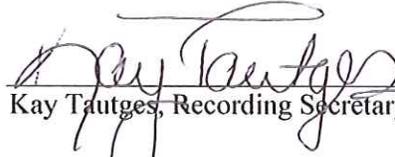
1. Commissioner Items/Comments – On behalf of the board, Commissioner Kostman thanked Wayne for stepping in and welcomed him back.
2. Executive Director's Report – Wayne reported that although it has been somewhat overwhelming trying to get up to speed on things, he has enjoyed getting reacquainted with the tenants he has known and also meeting new tenants.

Motion to hold the next regular meeting of the Commissioners of the Housing Authority at **Park Place Community Room, 215 Grand Avenue, Merrill, WI. on Wednesday, November 11th 2015, 4:00p.m.**
Kostman/Wagner. Motion passed

Motion to adjourn meeting at 4:17 p.m. Kostman/Humphrey. Motion passed unanimously.



Kathy Colclasure, Chairman



Kay Tautges, Recording Secretary



Wayne Zimmerman
Interim Executive Director

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

Wednesday, October 14, 2015 4:17 P.M. Jenny Towers Library, Merrill, WI

PRESENT: Chairman Kathy Colclasure, Amanda Kostman, Denise Humphrey, Rob Norton (Ex-Officio), Wayne Zimmerman and Kay Tautges.

ABSENT: Mike Wilson

GUESTS: Several Jenny Towers tenants.

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

Public Comment Period: None.

Motion to approve the minutes of September 14, 2015 meeting and today's agenda. Kostman/Humphrey. Motion passed unanimously.

Discussion and motion to approve Checks #22377 thru #22417 and Billings to date for September 2015: Kostman/ Wagner. Motion passed unanimously by roll call vote: Kostman-aye, Wagner-aye, Colclasure-aye and Humphrey-aye.

Move-ins and Move-outs for September 2015: Wayne reported 3 Move-outs and 4 Move-ins for September for a total of 19 vacancies at Park Place. Motion to accept report and place on file. Humphrey/Wison. Motion passed unanimously. Two apartments are due to go back on –line in November. Wayne will check to see if it would be possible to get those back off-line.

Report on Park Place Investments: Wayne reported that the investment continues to demonstrate consistency with small gains. Motion to accept and place on file the Park Place Investment report. Wagner/Kostman. Motion passed unanimously.

Approve Financial audit for year ending 12/31/2014: Wayne included this item in error and asked to have it deleted from the agenda.

Motion to go into closed session at 4:23p.m. pursuant to WI State Statutes 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility as it pertains to board/tenant/staff concerns. Kostman/Wagner. Motion passed unanimously by roll call vote 4-0: Those attending closed session: Wagner, Kostman, Colclasure, Humphrey, Wayne Zimmerman and Recording Secretary, Kay Tautges.

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

The Committee may reconvene in open session for potential action(s) on closed session issues(s): Motion to reconvene in open session at 5:17 p.m. Wagner/Kostman. Motion passed unanimously. Motion to hire Wayne Zimmerman as Interim Executive Director and approve the salary rate recommended in closed session. Wagner/Kostman. Motion passed unanimously. Motion to form a Selection Committee to review Executive Director applications when all have been received. Wagner/Kostman. Motion passed unanimously. Motion authorizing Wayne to spend up to \$10,000.00 for recruitment costs associated with search for a new Executive Director. Motion passed unanimously.

For the Good and Betterment of the Public Housing Program:

- A. Commissioner Items/Comments – None.
- B. Executive Director's Report – None.

The next regular meeting of the Commissioners of the Housing Authority will be held on **Wednesday, November 11, 2015, 4:00 p.m. at Park Place Community Room, 215 Grand Avenue, Merrill, WI.**

Motion to adjourn at 5:22 P.M. Kostman/Humphrey. Motion passed unanimously.



Kathy Colclasure, Chairman



Kay Tautges, Recording Secretary



Wayne Zimmerman
Interim Executive Director