

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

Wednesday, January 13, 2016, 4:00 P.M., Park Place 215 Grand Avenue, Merrill, WI

PRESENT: Chairman Kathy Colclasure, Amanda Kostman , Denise Humphrey, Rob Norton (Ex-Officio), James Erno, Paul Wagner , Russ Grefe, Wayne Zimmerman and Kay Tautges.

PUBLIC HOUSING - PARK PLACE and WESTGATE MEETING called to order by Chairman Kathy Colclasure. Motion to approve the minutes of December 9, 2015 meeting and today's agenda. Humphrey/Erno. Motion passed unanimously.

Public Comment Period: None.

Discussion and motion to approve Checks #22512 thru #22560 and Billings to date for December 2015: Wagner/Kostman. Motion passed unanimously by roll call vote: Kostman-aye, Colclasure-aye, Humphrey-aye, Wagner-aye and Erno-aye.

Move-ins and Move-outs for December 2015: Wayne reported that there were 5 expected Move-Ins for December but two of those backed out. There are Move-In scheduled for February. As apartments continue to be filled, the waitlist declines. Motion to accept report and place on file. Wagner/Kostman. Motion passed unanimously.

Report on Park Place Investments: Wayne reported that overall the accounts are doing well and we continue to generate interest . Wagner/ Humphrey. Motion passed unanimously.

Report/Ideas for Organizational Structure and Future Needs: Wayne prepared/presented a report which included an overview of his observations and recommendations for staffing/training needs, construction project timelines and the goals/timeline for training the Executive Director. Russ will schedule a meeting with Board Members for the purpose of getting Russ up to date on the capital fund projects and the fire department plans.

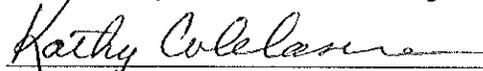
Processing/Signing of Miscellaneous Forms Pertaining Routine MHA Operations: Wayne brought bank forms to the meeting which needed to be updated with signatures from Board members due to the change in Executive Director.

For the Good and Betterment of the Public Housing Program:

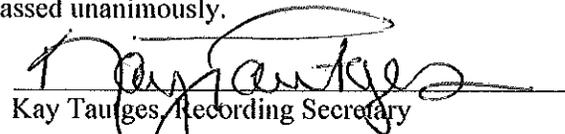
1. Commissioner Items/Comments – Commissioner Wagener received a request from the Merrill Police Department for keys/security passes to Park Place and Jenny Towers. Russ will take care of this. Commissioner Wagner asked would like to know what has happened in regard to the Sherriff Department's request to rent warm storage space. Wayne explained that there have been two meetings held with the Sherriff Department and the ball is now in their court.
2. Executive Director's Report – Wayne reported that the Board should be aware that there is a proposal to build WHEDA low income housing across from the Cosmo. This project has yet to be approved by the city. Russ and Wayne had meetings with Lincoln Community Bank and expressed appreciation for how helpful they have been assisting with the completion of the WHEDA application paperwork. They also met with Veteran Services to discuss how MHA can work with this agency. This will eventually help in obtaining additional points for the tax credit application.

The next regular meeting of the Commissioners of the Housing Authority will be held **Wednesday, February 10th, 2015, 4:00 p.m. at Jenny Towers Library, 711 E. First Street, Merrill, WI.**

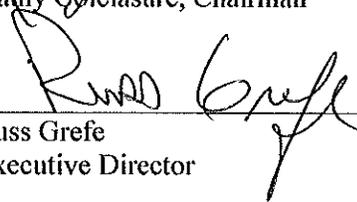
Motion to adjourn at 4:58 P.M. Wagner/Kostman. Motion passed unanimously.



Kathy Colclasure, Chairman



Kay Tauges, Recording Secretary



Russ Grefe
Executive Director

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

Wednesday, January 13, 2016, 4:58 P.M., Jenny Towers Library 711 E First Street, Merrill, WI

PRESENT: Chairman Kathy Colclasure, Amanda Kostman, Denise Humphrey, James Erno, Paul Wagner, Rob Norton (Ex-Officio), Russ Grefe, Wayne Zimmerman, and Kay Tautges.

SECTION-8 HOUSING- JENNY TOWERS and SCATTERED SITES MEETING called to order by Chairman Kathy Colclasure.

Public Comment Period: None.

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

Discussion and motion to approve Checks #17743 thru #17794 and Billings to date for December 2015: Kostman/Wagner. Motion passed unanimously by roll call vote: Kostman - aye, Erno-aye, Humphrey-aye, Wagner - aye and Colclasure-aye.

Discussion and Approval of Move-ins and Move-outs for December 2015: Wayne reported that there were 3 Move-Outs in December, but all of those apartments already have Move-Ins scheduled during February and March. Motion to accept report and place on file. Wagner/Humphrey. Motion passed unanimously.

Report on Jenny Tower Investments: Wayne reported that we continue to earn interest on the account. It is a good report. Wagner/Kostman. Motion passed unanimously.

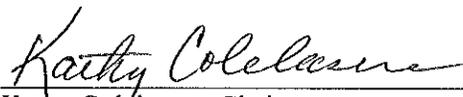
Report/Ideas for Organizational Structure and Future Needs: Report was combined with and presented during the Park Place meeting.

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

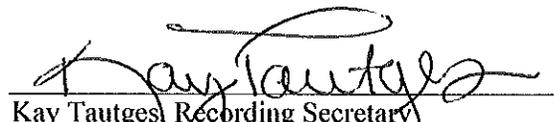
1. Commissioner Items/Comments – Commissioner Kostman thanked Wayne for his work and welcomed Russ. Commissioner Wagner would like to have a meeting set up so that the board can discuss the wiring project and capital fund projects with Russ. Russ will contact Commissioners with some dates and the meeting will be posted.
2. Executive Director's Report – None.

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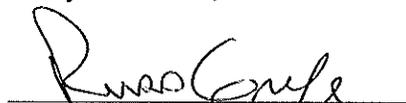
Motion to adjourn meeting at 5:14 p.m. Wagner/Humphrey. Motion passed unanimously.



Kathy Colclasure, Chairman



Kay Tautges, Recording Secretary



Russ Grefe, Executive Director