

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

Wednesday, January 11, 2017, 4:00 P.M., Main Office, 101 E. First St., Merrill, WI

PRESENT: Chairman James Erno, Kevin Cohrs, Amanda Kostman, Nancy Kwiesielewicz, Rob Norton (Ex-Officio), Paul Russell, Kay Tautges and Jeremy Ratliff (guest).

ABSENT: Paul Wagner

PUBLIC HOUSING - PARK PLACE and WESTGATE MEETING called to order by Chairman James Erno. Motion to excuse Paul Wager and approve the minutes of December 14, 2016 meeting and today's agenda. Kostman/Cohrs. Motion passed unanimously.

Public Comment Period: Jeremy Ratliff is co-organizer for the 1st Annual Community New Year Ride to Empower Abused Children, a planned 100-mile snowmobile ride, poker run and raffle to benefit local Northwoods Chapter of Bikers Against Child Abuse (B.A.C.A) set for January 28. He is here to ask MAHA for a donation to support this event. All funds raised will be used by the local chapter.

Discussion and motion to approve Checks #23106 thru #23172 Billings to date for December 2016: Commissioner Cohrs suggested having the credit card bill brought to future meetings so that charges can be reviewed. Cohrs/Kwiesielewicz. Motion passed unanimously by roll call vote: Kwiesielewicz-aye, Cohrs-aye, Kostman-aye and Erno-aye.

Move-ins and Move-outs for December 2016: Paul reported that we are 96% occupied with three move-ins scheduled. Motion to accept report and place on file. Kostman/Cohrs. Motion passed unanimously.

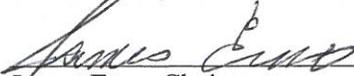
For the Good and Betterment of the Public Housing Program:

1. Commissioner Items/Comments – None
2. Executive Director's Report:
 - A. RAD Park Place Project Update: The Demolition plan is now in front of a HUD hearing committee for approval. We expect to have an answer in two weeks. The RAD project will close on February 1st. After that, we will be operating under New Construction regulations until the project is complete. This will remove the 96% occupancy requirement. We still plan on the original construction timeline, to begin April 1st. We have requested \$50,000.00/year more from WHEDA since the financing rates have changed. Horizon will be here January 19th and Commissioners are welcome to attend meetings.
 - B. Health, Morale & Welfare: None

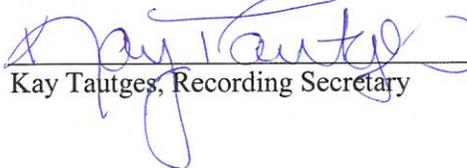
There will be no meeting in February. Amanda Kostman will no longer be able to serve on the Board and her seat on the board needs to be filled. The Mayor will appoint a Commissioner at the February City Council meeting. There is also the need to nominate/elect a Vice Chairperson. Paul Wagner stated he would be willing to step into that role. Motion to elect Paul Wagner as Vice Chairperson. Kostman/Cohrs. Motion passed unanimously.

The next regular meeting of the Commissioners of the Housing Authority will be held **February 15th, 2017, 4:00 at the Main Office, 101 E. First Street, Merrill, WI.**

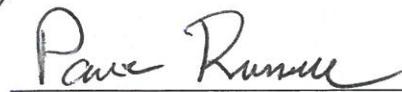
Motion to adjourn at 4:32 P.M. Wagner/Kostman. Motion passed unanimously.



James Erno, Chairman



Kay Tautges, Recording Secretary



Paul Russell, Executive Director

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

Wednesday, January 11, 2017, 4:32 P.M., Main Office, 101 E. First St., Merrill, WI

PRESENT: Chairman James Erno, Kevin Cohrs, Amanda Kostman, Nancy Kwiesielewicz, Rob Norton (Ex-Officio), Paul Russell and Kay Tautges.

ABSENT: Paul Wagner

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

Public Comment Period: None.

Motion to approve the minutes of the December 14, 2016 meeting and today's agenda. Kwiesielewicz/Kostman. Motion passed unanimously.

Discussion and motion to approve Checks #18313 thru #18389 and Billings to date for December 2016: Kostman/Cohrs. Motion passed unanimously by roll call vote: Erno-aye, Cohrs-aye, Kostman-aye, and Kwiesielewicz-aye.

Discussion and Approval of Move-ins and Move-outs for December 2016: There are currently 5 vacancies. Jenny Towers should be filled by March 1st but finding a family eligible for the St. Paul home has been a challenge. Currently, there is no waiting list for 3-bedroom family units. Motion to accept report and place on file. Cohrs/Kostman. Motion passed unanimously.

Discussion on funding future housing projects and 2017 benefits – closed session: Motion to go into closed session at 4:46 p.m.: The Board may convene in Closed Session pursuant to Wisconsin 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. Kostman/Cohrs. Motion passed unanimously by roll call vote. Those attending closed session: Erno, Cohrs, Norton, Kwiesielewicz, Kostman and Paul Russell.

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 5:13 p.m. Kostman/Kwiesielewicz. Motion passed unanimously. Actions taken: Motion to increase employee HSA contribution from \$500.00 to \$1000.00 to be deposited June 1st, 2017. Kostman/Kwiesielewicz. Motion passed unanimously. Motion to approve employee benefit letters with changes made to HSA contribution amount. Kostman/Kwiesielewicz. Motion passed unanimously.

Approve Report on Investments: There is a need to split the report into one 5-year project report and another Investment only report. Balances are not coming out with the reports being combined. Projects on the 2016 will be moved to 2017 because they are ongoing or have not yet begun. Land purchases will also be moved from 2016 to 2017. If the tax credit equity comes in lower than expected, we will have to contribute more money to the project. Motion to accept report and place on file. Kostman/Cohrs. Motion passed unanimously.

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

A. Commissioner Items/Comments – None.

B. Executive Director's Report:

- i. Health Morale and Safety: Paul reported that morale is good. The next tenant meeting is January 18th.

The next regular meeting of the Commissioners of the Housing Authority will be held February 15th, 2017, 4:00 at the Main Office, 101 E. 1st Street, Merrill, WI.

Motion to adjourn meeting at 5:21 p.m. Kostman/Cohrs. Motion passed unanimously.


James Erno, Chairman


Kay Tautges, Recording Secretary


Paul Russell, Executive Director