

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

Wednesday, February 15, 2017, 4:00 P.M., Main Office, 101 E. First St., Merrill, WI

PRESENT: Chairman James Erno, Kevin Cohrs, Paul Wagner, Jill Laufenberg, Rob Norton (Ex-Officio), Paul Russell, Lynn Ross, and Scott Kwiecinski (guest).

ABSENT: Nancy Kwiesielewicz

PUBLIC HOUSING - PARK PLACE and WESTGATE MEETING called to order by Chairman James Erno. Jill Laufenberg was introduced as the new Commissioner. Board members discussed changing meeting day and time beginning in May to better accommodate Commissioner's schedules. More discussion will be had to include everyone's input before changes are made. Motion to excuse Nancy Kwiesielewicz. Wagner/Cohrs. Motion passed unanimously by roll call vote. Motion to approve the minutes of January 11, 2017 meeting and today's agenda. Cohrs/Erno. Motion passed unanimously.

Public Comment Period: None.

Discussion and motion to approve Checks #23173 thru #23198 and Billings to date for January 2017: Report provided for December and January Chase credit card charges per Commissioner Cohrs' request. Wagner/Cohrs. Motion passed unanimously by roll call vote: Cohrs-aye, Wagner-aye, Laufenberg-aye and Erno-aye.

Move-ins and Move-outs for January 2017: Paul reported that we are 98% occupied and waiting lists are growing with the anticipation of the new apartment building and remodel of Park Place. Motion to accept report and place on file. Wagner/Cohrs. Motion passed unanimously.

Briefing on equity and construction costs RAD Public Housing Project – Closed Session: Motion to go into closed session at 4:19p.m. The Board may convene in Closed Session pursuant to Wisconsin State Statutes 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Erno/Wagner. Motion passed unanimously by roll call vote. Cohrs-aye, Wagner-aye, Laufenberg-aye and Erno-aye.

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 5:16p.m. Wagner/Cohrs. Motion passed unanimously. Actions taken: Motion to approve the Enterprise letter of intent for funding of Park Place project with authorization from Paul to sign for Merrill Area Housing Authority. Wagner/Cohrs. Motion passed unanimously.

For the Good and Betterment of the Public Housing Program:

1. Commissioner Items/Comments – None
2. Executive Director's Report: None.

The next regular meeting of the Commissioners of the Housing Authority will be held **March 8th, 2017, 4:00 at the Main Office, 101 E. First Street, Merrill, WI.**

Motion to adjourn at 5:25 P.M. Wagner/Cohrs. Motion passed unanimously.


James Erno, Chairman


Paul Russell, Executive Director


Lynn Ross, Recording Secretary


Kay Tautges, Recording Secretary

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

Wednesday, February 15, 2017, 5:26 P.M., Main Office, 101 E. First St., Merrill, WI

PRESENT: Chairman James Erno, Kevin Cohrs, Jill Laufenberg, Paul Wagner, Rob Norton (Ex-Officio), Paul Russell and Kay Tautges.

ABSENT: Nancy Kwiesielewicz

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

Public Comment Period: None.

Motion to approve the minutes of the January 11, 2017 meeting and today's agenda. Cohrs/Erno. Motion passed unanimously.

Discussion and motion to approve Checks #18390 thru #18419 and Billings to date for January 2017: Cohrs/Wagner. Motion passed unanimously by roll call vote: Erno-aye, Cohrs-aye, Wagner-aye, and Laufenberg-aye.

Discussion and Approval of Move-ins and Move-outs for January 2017: We are 97% occupied but have had a number of transitional move outs resulting in an increase in vacancies. The waiting list is very small and there are current misconceptions in the community that there is a very long waiting list and that those living outside of the city will not be able to get an apartment. There is a need for advertising that apartments are available for both city residents as well as those living outside of city limits. Motion to accept report and place on file. Cohrs/Wagner. Motion passed unanimously.

Discussion on ED 2017 benefits – closed session: Tabled until next meeting.

Resolution 416 BMO Authorization of Transaction Agent: Board members asked how much money Paul is authorized to spend before board approval is needed. Paul will investigate what spending limits are and requirements for two signature authorizations. Motion to approve Resolution #416, "Merrill Area Housing Authority Section 8 New Construction Authorized Transaction Agent Project No. WI-390041012". Cohrs/Laufenberg. Erno-aye, Cohrs-aye, Wagner-aye, and Laufenberg-aye.

Approve Report on Investments: Tabled until next meeting.

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

- A. Commissioner Items/Comments – Commissioner Cohrs asked for some background information on the Bluejay Build Project. Paul explained reasons for the partnership, future plans for the house and our financial obligations.
- B. Executive Director's Report: Paul asked the board to consider hiring a grant writer. Board members are aware of people in Merrill who have grant writing experience. Commissioner

Cohrs will make some inquiries. Paul asked Commissioners to email suggested meeting time/dates to him.

The next regular meeting of the Commissioners of the Housing Authority will be held **March 8th, 2016, 4:00 at the Main Office, 101 E. 1st Street, Merrill, WI.**

Motion to adjourn meeting at 6:11 p.m. Cohrs/Laufenberg. Motion passed unanimously.



James Erno, Chairman



Kay Tautges, Recording Secretary



Paul Russell, Executive Director