

**MERRILL AREA HOUSING AUTHORITY  
PUBLIC HOUSING  
PARK PLACE & WESTGATE  
BOARD OF COMMISSIONERS  
MEETING MINUTES**

**Regular Meeting**

**Friday, August 25, 2017**

**Park Place 12:15PM**

**PRESENT:** Jim Erno Chairman, Paul Wagner Vice Chair, Nancy Kwiesielewicz, Jill Laufenberg, Paul Russell, and Lynn Ross

**ABSENT:** Kevin Cohrs and Rob Norton Ex-Officio

**Call to Order:** Chairman Jim Erno called the meeting to order at 12:43pm. Motion to excuse Kevin Cohrs (Wagner/Laufenberg). Motion carried

**Public Comment Period:** None

**Approval of July 18, 2017 Meeting Minutes:** Motion to approve (Wagner/Kwiesielewicz). Motion carried

**Approval of Billing/Check Expenditures for June:** Paul briefed by exception. Motion to approve (Wagner/Laufenberg). Roll call, Motion carried

**Approval of July Move-in/Move-out reports:** Motion to approve (Wagner/Laufenberg). Motion carried

**Park Place and Westgate LLC Project Update:** The PILOT Agreement Resolution 422 was drafted to cover the time the LLC is operating as a tax credit program and the Operating Agreement was drafted to outline the structure of the management companies. Paul Russell suggested to endorse the PILOT Agreement Resolution. Motion to approve (Laufenberg/Kwiesielewicz). Motion carried

**For the Good and Betterment of the Public Housing Program:**

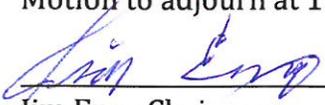
A. Commissioner Items/Comments: Grateful for the lunch, meeting with tenants, and tour of Park Place.

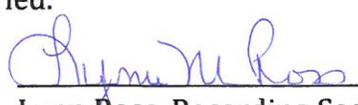
B. Executive Director's Items/Comments:

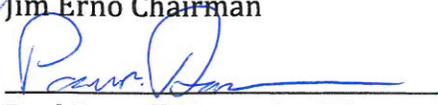
- i. ADRC and MAHA Lunch Program Update: The ADRC is in the process of compiling the Nutrition Surveys and will provide more information at their September meeting. The commissioners agree to extend the meal program for the month of September and October until the ADRC makes a final decision. Motion to approve (Wagner/Laufenberg). Motion carried
- ii. Health, Morale, and Welfare: Planning has started on preparations for the tenant fall color ride on the River Bend Trail. Tenants have approached Paul Russell with regard to the departure of several employees and he explained to them that it was their decision and the reasons given are confidential.

**Next meeting date:** Tuesday, September 26, 2017 at 7:30am Main Office – 101 E 1<sup>st</sup> St, Merrill WI

**Motion to adjourn at 1:26pm.** (Erno/Laufenberg). Motion carried.

  
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Jim Erno Chairman

  
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Lynn Ross, Recording Secretary

  
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Paul Russell, Executive Director

**MERRILL AREA HOUSING AUTHORITY  
SECTION 8 NEW CONSTRUCTION  
JENNY TOWERS AND FAMILY HOUSING  
BOARD OF COMMISSIONERS  
MEETING MINUTES**

**Regular Meeting**

**Friday, August 25, 2017**

**Park Place 1:26PM**

**PRESENT:** Jim Erno Chairman, Paul Wagner Vice Chair, Nancy Kwiesielewicz, Jill Laufenberg, Paul Russell, and Lynn Ross

**ABSENT:** Kevin Cohrs and Rob Norton Ex-Officio

**Call to Order:** Chairman Jim Erno called the meeting to order at 1:26pm.

**Public Comment Period:** None

**Approval of July 18, 2017 Meeting Minutes:** Motion to approve (Kwiesielewicz/Laufenberg). Motion carried

**Approval of Billing/Check Expenditures for July 2017:** Paul Russell briefed by exception. Motion to approve (Laufenberg/Wagner). Roll call, Motion carried

**Approval of July Move-in/Move-out report:** Motion to approve (Wagner/Laufenberg). Motion carried

**Report on Investments for July:** Motion to approve (Wagner/Laufenberg). Motion carried.

**Future Housing Projects – Closed Session:** Motion to enter closed session at 1:37pm (Wagner/Laufenberg) Roll call, Motion carried. *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.*

***The minutes from this closed session will be filed separately and confidentially.*** Motion to reconvene into open session at 2:30pm. Motion to approve (Kwiesielewicz/Wagner). Motion carried.

**For the Good and Betterment of the Public Housing Program:**

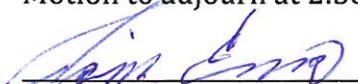
A. Commissioner Items/Comments: Discuss at the next meeting the establishment of the 501©3.

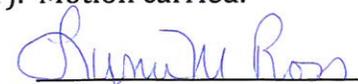
B. Executive Director's Items/Comments:

- i. Small Project Updates: Outdoor picnic shelter and gazebo near completion, tenant picnic was well attended and plans for fish boil and fall color ride for September.
- ii. Health, Morale, and Welfare: Tenant morale is good.

**Next meeting date:** Tuesday, September 26, 2017 at 7:30am Main Office 101 E 1<sup>st</sup> St Merrill, WI

**Motion to adjourn at 2:38pm.** (Kwiesielewicz/Wagner). Motion carried.

  
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Jim Erno, Chairman

  
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Lynn Ross, Recording Secretary

  
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Paul Russell, Executive Director