

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

**Regular Meeting**

**Tuesday, September 26, 2017**

**Main Office 7:30am**

**PRESENT:** Jim Erno Chairman, Paul Wagner Vice Chair, Nancy Kwiesielewicz, Jill Laufenberg, Kevin Cohrs, Rob Norton Ex-Officio, Paul Russell, and Lynn Ross

**Call to Order:** Chairman Jim Erno called the meeting to order at 7:34am.

**Public Comment Period:** None

**Approval of August 25, 2017 Meeting Minutes:** Motion to approve (Laufenberg/Wagner). Motion carried

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

**Approval of August Move-In/Move-Out Reports:** Motion to approve (Cohrs/Laufenberg). Motion carried

**Park Place and Westgate LLC Project Update:** Paul proposed dates in October for a photo regarding the Ground-Breaking Ceremony for Stonebridge Apt Building. Paul Russell spoke with Greg Burns from HUD on the status of the RAD closing and he is working with the closing coordinator and is estimating mid-October but does not have confirmation. It is possible that a Special Meeting will need to be called to Sign the Resolutions of Merrill Area Housing Authority prior to Paul Russell and Jim Wedemeyer traveling to Madison to sign the closing documents.

Paul Wagner had questions regarding the mechanics of the 38-unit apartment (ie a/c, utilities, building security), if the 54-unit drawings have been finalized, and the status of the plans for the exterior elevator. Paul suggested that some of the commissioners meet with the Horizon Project Manager and MAHA Maintenance/Construction Manager to further discuss details.

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

A. Commissioner Items/Comments: Paul Wagner reported that he and Jim Erno attended the one-day Commissioners training at the WAHA Conference in Wausau. He distributed a handout to the other commissioners regarding the 10 Things Commissioners should know and that the training was very beneficial.

B. Executive Director's Items/Comments:

i. ADRC and MAHA Lunch Program Update: The ADRC has not made a final decision on the continuation of meal sites in Lincoln County. The commissioners feel that MAHA needs to pursue funding from the County to help subsidize the meal program that has

been provided to Park Place tenants since the ADRC discontinued the program back in June. One support agency in the community questioned the standards of the menu and Paul Russell reported that prior to having the current vendor provide a menu, the food standards are in-line with the meals the ADRC is providing.

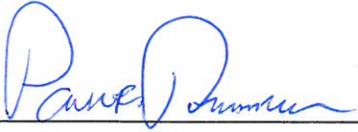
- ii. Health, Morale, and Welfare: The Merrill Fire Department will be providing Tenant Fire Safety Training.

Next meeting date: Tuesday, October 17, 2017 at 7:30am MAHA Mtnc Shop 701 E 1<sup>st</sup> Street

Motion to adjourn at 8:30am. (Cohrs/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**

**Tuesday, September 26, 2017**

**Main Office 7:30am**

**PRESENT:** Jim Erno Chairman, Paul Wagner Vice Chair, Nancy Kwiesielewicz, Jill Laufenberg, Kevin Cohrs and Rob Norton Ex-Officio, Paul Russell, and Lynn Ross

**Call to Order:** Chairman Jim Erno called the meeting to order at 8:30am.

**Public Comment Period:** None

**Approval of August 25, 2017 Meeting Minutes:** Motion to approve (Laufenberg/Kwiesielewicz). Motion carried

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

**Approval of August Move-In/Move-Out Reports:** Motion to approve (Kwiesielewicz/Laufenberg). Motion carried

**Report on Investments for August:** Discussion on the transfer of funds for the RAD Conversion/LLC Project. Motion to approve (Cohrs/Laufenberg). Motion carried.

**Current and Future Housing Projects – Closed Session:** Motion to enter closed session at 9:00am (Cohrs/Kwiesielewicz) 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 9:05am. Motion to approve (Cohrs/Laufenberg). Motion carried.

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

A. Commissioner Items/Comments: None

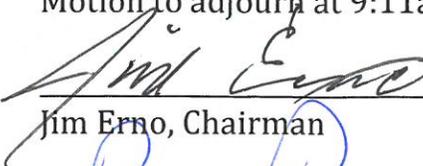
B. Executive Director's Items/Comments:

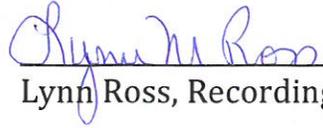
i. Small Project Updates: Sidewalks poured for Gazebo/Picnic Shelter

ii. Health, Morale, and Welfare: Fall Color Ride was successful with the help of the Merrill Go Round, Police Dept and MAHA Staff. Fish boil postponed until spring.

Next meeting date: Tuesday, October 17, 2017 at 7:30am MAHA Mtnc Shop 701 E 1<sup>st</sup> Street

Motion to adjourn at 9:11am. (Laufenberg/Kwiesielewicz). 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