MERRILL AREA HOUSING AUTHORITY
SECTION 8
PARK PLACE & WESTGATE LLC
JENNY TOWERS
BOARD OF COMMISSIONERS
MEETING MINUTES

Regular Meeting **Tuesday, January 23, 2018** **101 E 1st Street 4:30pm**

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

ABSENT:

Call to Order: Chairman Jim Erno called the meeting to order at 4:33pm.

Public Comment Period: Park Place tenants spoke highly of the MAHA sponsored lunch program. Tenants are very happy with the quality of the food being provided and can see a difference between the 2 programs. Tenants appreciate the home cooked meal, delightful and appreciated.

Approval of November 28, 2017 & December 21, 2017 Meeting Minutes: Motion to approve (Cohrs/Wagner). Motion carried

Approval of Billing/Check Expenditures for November & December: Paul briefed by exception. Motion to approve (Wagner/Cohrs). Roll call, Motion carried

Approval of November & December Move-In/Move-Out Reports: Motion to approve (Cohrs/Wagner). Motion carried

Approval of November & December Investments: Motion to approve (Kwiesielewicz/Laufenberg). Motion carried

Approval of 2018 Annual Budgets: Approved with LLC Budget Updates

Request to take a temporary break at 5:45pm and reconvene at 6:15pm: Motion to approve (Laufenberg/Wagner) Motion carried

Discussion on Park Place future noon lunch program: Paul Russell briefed the commissioners on the ADRC letter that outlined the options available to the tenants. He continued to explain that 2 other meal sites one in WI Rapids & Wausau have been closed. The Café 60 program is moving forward and is being tested in Wausau. Lynn Ross provided the commissioners with a 2017 Meal Cost Summary and 2018 Cost Estimate. The tenants are willing to pay a higher portion of the meal cost to continue with the meal program. The commissioners made a motion to continue the meal program for January and February with an ad for bids for March 1, 2018 through December 31, 2019 with funding for the program being

disbursed from the Jenny Towers Investment fund and/or other funding sources determined by the Executive Director with notification to the commissioners. Motion to approver (Wagner/Cohrs). Roll call, Motion carried

Discussion of Employee benefits and Future Housing Requirements– Closed Session: Motion to enter closed session at 7:06 pm (Wagner/Cohrs) Roll call, Motion carried. ***The Board may convene in Closed Session pursuant to Wisconsin State Statutes 19.85(1)(c)*** *Considering employment, promotion, compensation, benefits or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. 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 7:48pm. Motion to approve (Wagner/Cohrs). Motion carried.

Executive Director Annual Review completed and based on performance a 10% salary raise will be effective January 1, 2018. Motion to approve (Cohrs/Laufenberg) Roll call, Motion carried.

For the Good and Betterment of the Public Housing Program:

A. Commissioner Items/Comments: Paul Wagner requested that the board consider having the windows replaced at Park Place as it was not in the original scope of work.
B. Executive Director's Items/Comments: Staff works great together and the team work that have been display is outstanding. Over all moral of staff has improved and has been noted by several tenants.
   i. Health, Morale, and Welfare: Tenant recommendations on the rise and no complaints

Next meeting date: Tuesday, February 20, 2018 at 6:45am Main Office 101 E 1st Street

Motion to adjourn at 8:00pm. (Cohrs/Wagner). Motion carried.

Jim Erno, Chairman

Lynn Ross, Recording Secretary

Paul Russell, Executive Director