

**MERRILL AREA HOUSING AUTHORITY  
SECTION 8 HOUSING  
BOARD OF COMMISSIONERS  
MEETING MINUTES**

**Regular Meeting**

**Tuesday December 18, 2018**

**711 E 1<sup>st</sup> Street 7:00am**

- 1. Call to Order:** Chairman Jim Erno called the meeting to order at 7:03am
- 2. Roll Call:** Jim Erno Chairman, Paul Wagner Vice Chair, Jill Laufenberg, Nancy Kwiesielewicz, Kevin Cohrs, Rick Blake Ex-Officio, Paul Russell Executive Director and Lynn Ross Secretary
- 3. Approval of November Meeting Minutes:** Motion to approve (Laufenberg/Kwiesielewicz). Motion carried
- 4. Approval of Payments:** Executive Director briefed by exception. Motion to approve (Wagner/Laufenberg). Roll call, Motion carried
- 5. Executive Directors Report:**
  - a. Park Place North/South Tower remodel is on schedule as well as the exterior elevator. Minor punch list of items remaining at Westgate but on schedule to move families into vacant units.
  - b. Tenant holiday parties have been scheduled at all three buildings. We are looking for commissioner volunteers to assist the staff with serving the meal. The families residing at the family homes and Westgate Apartments all received a holiday meal and holiday card.
  - c. Commissioners received a copy of the activity calendar that has been prepared for the tenants.
  - d. The MAPS business Manager contacted the Director regarding land privately owned behind Reindl Printing. The school would be interested in having students build on-site to reduce the overall cost of relocating the house to a piece of property once completed.
  - e. Housing Authority still has interest in the Fox Point property and plans to put a proposal together if the current proposal the city received falls through.
  - f. The MAPS Bluejay homes are not eligible for HUD subsidy as HUD required multiple units built on the same acreage similar to a pocket neighbor so the Housing Authority will rent them at affordable market rate.
- 6. Old Business – Closed Session:** Motion to enter closed session at 7:40 am (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.
- 7. The minutes from this closed session will be filed separately and confidentially.** Motion to reconvene into open session at 8:27am. Motion to approve (Cohrs/Wagner). Motion carried.

## 8. **New Business**

- a. Approve Resolutions
    - i. Resolution 432 Motion to approve (Wagner/Cohrs). Motion carried
    - ii. Resolution 433 Motion to approve (Wagner/Cohrs). Motion carried
    - iii. Resolution 434 Motion to approve (Wagner/Cohrs). Motion carried
    - iv. Resolution 436 Motion to approve (Wagner/Cohrs). Motion carried
  - b. Revised meeting calendar distributed
  - c. Organizational chart review with additional changes
  - d. Executive Director will be given a 2% pay raise with request that his 2019 written goals be submitted before 02/15/18
  - e. Next meeting date: Tuesday, January 29, 2018 @ 307 W Main Street
7. **Adjournment:** Motion to adjourn at 8:20am. (Wagner/Cohrs). Motion carried.