

HOUSING AUTHORITY OF THE CITY OF EAU CLAIRE
BOARD OF COMMISSIONERS BOARD MEETING MINUTES

August 24, 2015
7:45 A.M.
Regular Meeting

Council Chambers, City Hall
203 S. Farwell Street
Eau Claire WI 54701

Chair Klinkhammer called the meeting to order at 8:00 A.M.

Roll Call

MEMBERS PRESENT:	Chair Klinkhammer and Vice Chair Prindle
MEMBERS ABSENT:	Commissioner Dalton, Commissioner Rusin, and Commissioner Xiong
STAFF PRESENT:	Mr. Johnathan, Ms. Schermerhorn, Mr. Bolstad, and Ms. Schmidt
PUBLIC IN ATTENDANCE:	None

Due to a lack of quorum, the meeting was unable to proceed and rescheduled for August 26, 2015 at 7:45 A.M.

August 26, 2015
7:45 A.M.
Regular Meeting

North Conference Room, City Hall
203 S. Farwell Street
Eau Claire WI 54701

Chair Klinkhammer called the meeting to order at 7:46 A.M.

Roll Call

MEMBERS PRESENT:	Chair Klinkhammer, Vice Chair Prindle, Commissioner Dalton, Commissioner Xiong
MEMBERS ABSENT:	Commissioner Rusin (arrived at 7:56 A.M.)
STAFF PRESENT:	Mr. Johnathan, Ms. Schermerhorn, Mr. Bolstad, and Ms. Schmidt
PUBLIC IN ATTENDANCE:	None

OPEN SESSION

Consent Agenda

1. **Report and Consideration on the Consent Agenda**
 - A. **Minutes from the Meeting of July 27, 2015**
 - B. **Monthly Status on CDBG Rehabilitation Loans, if available**
 - C. **CDBG Rehabilitation Loan Program Delinquency Report**
 - D. **Monthly Expenditures**

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- E. Operating Statements of Housing Authority Rental Assistance Programs, if available
- F. Housing Authority Investments, if available
- G. Tenant 30-Day Delinquency Report
- H. Housing Authority Waiting Lists
- I. New Tenant Placement Report
- J. Tenant Occupancy Report
- K. Summary of Terminations, Appeals, and Hearing Results
- L. Housing Authority Newsletters, if available
- M. Tax Intercept Update

Vice Chair Prindle moved to approve the consent agenda and Commissioner Xiong seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

CLOSED SESSION

The Housing Authority may convene in closed session pursuant to Section 19.85 (1) (f), of the Wisconsin Statutes for discussion of rehabilitation loans and relocation payments to consider financial histories of specific persons which may have an adverse effect upon individual reputations if discussed in public, would be likely to have a substantial adverse effect upon the reputation of the tenant, pursuant to s. 19.85 (1) (f) of the Wisconsin Statutes.

Commissioner Dalton moved to go into Closed Session and Vice Chair Prindle seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Xiong – Aye

The meeting continued in closed session at 7:48 A.M.

Commissioner Rusin arrived at 7:56 A.M.

Commissioner Dalton moved to go into open session and Commissioner Xiong seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Rusin – Aye; Commissioner Xiong – Aye

The meeting continued into open session at 8:03 A.M.

OPEN SESSION

Business Agenda

2. Report and Consideration on CDBG Housing Rehabilitation Loans, if available

Mr. Bolstad presented the following loans for the Board's approval:

Name:	Carol Zeug & Glen Mercier	Dean Aldworth
Address:	1315 Hogeboom Avenue	2106 Edgewood Lane
Application #:	02-2015-xxxx-l	10-2015-xxxx-l
CDBG =	\$ 16,860.00	\$ 16,630.00

HOME =	3,500.00	3,500.00
LEAD =	3,500.00	3,500.00
ASBESTOS =	0.00	0.00
HOME OWNER'S FUNDS =	0.00	0.00
Approved for:	\$ 23,860.00	\$ 25,630.00

Mr. Bolstad stated the second loan had an error on the paperwork and that the re-siding of the home was not a part of the project.

Mr. Bolstad presented a revision to a current loan for Katherine Colby, 853 Starr Avenue, for a change of contractors and an increase of \$3,300 in the funds provided to match the next lowest responsible bidder's bid. He stated that the increase in the funding would not be included in the repayment of the loan.

An in-depth conversation regarding the contractor, Special T Siding (Tim Schneider), and his handling of Ms. Colby's rehab job, the actual work, and his attitude. The Board was not happy with Mr. Schneider's handling of this job and is than receptive to not using him on future rehab jobs. The question arose as to whether or not to use him on Housing Authority jobs, such as the ones in Agenda items 5 and 6. These two items were then taken out of turn and discussed at this point. The Board decided that he would be given the opportunity to do the Housing Authority roofing jobs. The Executive Director would speak to Mr. Schneider, directly, and advise him of the situation and that the Housing Authority would carefully watch the roof work done here to ensure that no issues arise.

Commissioner Xiong moved to approve both of the CDBG Rehab Loans with striking out the re-siding of the home from the Edgewood Lane project and to approve the revision to the current loan for Starr Avenue and Commissioner Dalton seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Rusin – Aye; Commissioner Xiong – Aye

- 5. Report and Consideration on a Resolution Regarding Public Housing Roof Replacements**
- 6. Report and Consideration on a Resolution Regarding Substantial Rehabilitation Roof Replacements**

Chair Klinkhammer requested to take items # 5 and # 6 next and together.

Mr. Johnathan reported that roof replacements are needed for several units in two different programs. Public Housing units will be done by Special T Siding for the amount of \$83,655.00 and the Substantial Rehabilitation units will be done by Special T Siding for the amount of \$24,049.00.

Vice Chair Prindle moved to approve both Resolutions and Commissioner Rusin seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Nay;
Commissioner Rusin – Aye; Commissioner Xiong – Aye

- 3. Report and Consideration on a Resolution Regarding Housing Authority Pay Plan Revision**

Mr. Johnathan reported on the revision to the Housing Authority pay plan which would be effective September 1, 2015.

Commissioner Dalton moved to approve the Resolution and Vice Chair Prindle seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Rusin – Aye; Commissioner Xiong – Aye

4. Report and Consideration on a Resolution Regarding Park Towers Townhomes Contract Rent Increases

Mr. Johnathan reported that contract rents are revised annually and have been approved by WHEDA.

Commissioner Xiong moved to approve the Resolution and Commissioner Rusin seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Rusin – Aye; Commissioner Xiong – Aye

7. Report Regarding 2014 Housing Authority Audit with Financial Statements

Mr. Johnathan reported that the Housing Authority's financial audit has been completed and is presented to the Board for their review.

8. Director's Update / Board Announcements and Directives

None.

The Board has requested that the day and time of the Board meetings look into being revised for 7:30 A.M., the last Wednesday of each month, preferring the North Conference Room over the City Council Chambers for the meeting place.

9. Set Date for Next Meeting


The next meeting is scheduled for Monday, September 28, 2015 at 7:30 A.M. in the City Council Chambers.

Vice Chair Prindle moved to adjourn the meeting and Commissioner Dalton seconded.

Roll Call: Chair Klinkhammer – Aye; Vice Chair Prindle – Aye; Commissioner Dalton – Aye;
Commissioner Rusin – Aye; Commissioner Xiong – Aye

The meeting adjourned at 8:36 A.M.

September 28, 2015
Date


M. Laurie Klinkhammer, Chair

September 28, 2015
Date


Keith D. Johnathan, Secretary