

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

October 24, 2016
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 7:48 A.M.

Roll Call

MEMBERS PRESENT: Chair Klinkhammer, Vice Chair Prindle, Commissioner Dalton, and Commissioner Kincaid (arrived at 7:51 A.M.)
STAFF PRESENT: Mr. Johnathan, Ms. Schermerhorn, 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 September 26, 2016**
 - B. **Monthly Status on CDBG Rehabilitation Loans**
 - C. **CDBG Rehabilitation Loan Program Delinquency Report**
 - D. **Monthly Expenditures**
 - 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**
 - M. **Tax Intercept Update**

Mr. Johnathan reported on the Consent Agenda.

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

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

Business Agenda

2. **Report and Consideration on a Resolution Regarding Significant Amendment to the Housing Authority's 5-Year Plan**

Mr. Johnathan reported that HUD had a new form that needed to be used for the significant amendment to the 5-year plan. The reasons for the revision are because we are no longer converting to RAD and we are selling a Public Housing unit, 523 Hobart Street.

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

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

3. Report and Consideration on a Resolution Regarding Housing Authority Insurance Coverage

Mr. Johnathan reported that all insurances are bid out annually. The lowest responsible bidder for the general insurance coverage is American Family Insurance in the amount of \$94,619.00.

(Commissioner Kincaid arrived.)

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

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

4. Report and Consideration on a Resolution Regarding Housing Authority Officials and Employee Practices Liability Insurance Coverage

Mr. Johnathan reported on the Housing Authority Officials and Employee Practices Liability Insurance coverage. The lowest responsible bidder was Philadelphia Indemnity Insurance Company through Marsh & McLennan Agency in the amount of \$4,901.00.

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 Kincaid – Aye

5. Report and Consideration on a Resolution Regarding Housing Authority Officials and Employee Practices Liability Insurance Coverage

Mr. Johnathan reported on the Lead Inspectors Insurance coverage. The lowest responsible bidder was Housing Authority Insurance Group in the amount of \$5,292.00.

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

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

6. Report and Consideration on a Resolution Park Tower Apartments Window Cleaning

Mr. Johnathan reported on the annual cleaning of the Park Tower Apartments windows. The lowest responsible bidder was Squeegee Squad in the amount of \$6,516.79.

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 Kincaid – Aye

7. Report Regarding PHAS – Public Housing Assessment System – 09/30/16 Update

Mr. Johnathan reported on quarterly PHAS report. Our low grade is due to applicants who do not qualify for the units that are ready.

8. Report Regarding New Housing Authority Board Commissioner

Mr. Johnathan reported that a new Board member has been approved by City Council.

9. Director's Update / Board Announcement & Directives

Mr. Johnathan reported that the Housing Authority has looked into offering Dental Insurance to its employees, but because the cost is 100% funded by the employee, he inquired if it needed to go the Board for approval. The Board discussed this and it was determined that because the Housing Authority is not expending any monies, offering the coverage did not require their approval.

10. Set Date for Next Meeting – Annual & Regular Meeting

The next meeting is scheduled for Monday, November 21, 2016 at 7:45 A.M. in the City Council Chambers.

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

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

The meeting adjourned at 8:00 A.M.

November 21, 2016
Date


M. Laurie Klinkhammer, Chair

November 21, 2016
Date


Keith D. Johnathan, Secretary