

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

December 21, 2016
7:45 A.M.
Regular Meeting

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

Chair Klinkhammer called the meeting to order at 7:49 A.M.

Roll Call

MEMBERS PRESENT: Chair Klinkhammer, Vice Chair Prindle, and Commissioner Vajko
MEMBERS ABSENT: Commissioner Kincaid and Commissioner Dalton
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 November 21, 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, if available**
 - M. **Tax Intercept Update**

Mr. Johnathan reported on the Consent Agenda.

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

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

Business Agenda

2. **Report and Consideration on a Resolution Regarding Public Housing 2017 Operating Budget Revisions**

Mr. Johnathan reported on the budget revisions for the Public Housing program.

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

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

3. Report and Consideration on a Resolution Regarding Park Towers, Owen Rust Memorial Apartments, Substantial Rehabilitation, Home Ownership and HOME Affordable Housing 2017 Operating Budget Revisions

Mr. Johnathan reported on the estimated budgets for the remaining programs. He stated that the sale of the Hopkins Avenue units helped the budget out for the Affordable Housing program and as the affordability periods end on the units in this program, we will consider selling those units as well.

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

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

4. Report and Consideration on a Resolution Regarding Write-Off of Additional Tenant Related Bad Debts

Mr. Johnathan reported that the amounts written off are for the month of November and are in addition to the amounts written off through October. November's write-off amount is \$3,675.29.

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

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

5. Report and Consideration on a Resolution Regarding Housing Authority Pay Plan

Mr. Johnathan reported that the revisions were keeping in conformance with the City of Eau Claire's pay plan with a 1% raise.

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

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

6. Report and Consideration on a Resolution Regarding Personnel Policy Revisions

Mr. Johnathan reported on the revisions to the personnel policy.

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

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

7. Report and Consideration on a Resolution Regarding Investment Policy Revisions

Mr. Johnathan reported that the policy revisions were effective 12/21/16.

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

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

8. Report and Consideration on a Resolution Regarding Public Housing, Affordable Housing, Park Tower Townhomes, and Substantial Rehabilitation Annual Furnace Maintenance

Mr. Johnathan reported that the contract was awarded to Indoor Comfort for \$8,839.00.

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

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

9. Director's Update / Board Announcement & Directives

Mr. Johnathan reported that previously the Board had approved the Lead Paint Inspections to be completed and there is now a change order for the risk assessments to be completed in some units amounting to \$5,782.00.

Mr. Johnathan reported that a child in one of the Substantial Rehabilitation units had tested positive for lead poisoning, however, our unit tested negative for lead paint per the Health Department.

10. Set Date for Next Meeting

The next meeting is scheduled for Monday, January 30, 2017 at 7:45 A.M. in the City Council Chambers.

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

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

The meeting adjourned at 8:08 A.M.

January 30, 2017
Date


M. Laurie Klinkhammer, Chair

January 30, 2017
Date


Keith D. Johnathan, Secretary

