

MINUTES
October 25, 2022
7:45 A.M. Regular Meeting

LOCATION:
Council Chambers
Eau Claire City Hall
203 S Farwell St
Eau Claire, WI
54701

Vice Chair Paul Weinke called the meeting to order at 7:45 AM with Chairperson Klinkhammer (by phone), Vice-Chair Weinke and Commissioner Deutsch present. Ms. Friedrich called the role:

Members Present		Members Absent	Staff Present
Chair: Laurie Klinkhammer (by phone)	Commissioner's: Betty Deutsch	Commissioner's Roderick Jones	Ruth Schermerhorn
Vice Chair: Paul Weinke		Dang Yang	Melissa Friedrich
		Staff Keith Johnathan	Christopher Chouinard

CONSENT AGENDA

Public Comments

There were no members of the public attendance at the meeting.

1. Report and Consideration on the Consent Agenda

A. Minutes of September 27, 2022 meeting

B. Community Development Block Grant (CDBG) Rehabilitation Loan Program Monthly Reports

1. Application Status Report
2. Monthly Loan Status Report
3. Year to Date Report
4. Delinquency Report

C. Housing Authority Financial Monthly Reports

1. Monthly Expenditures
2. Operating Statements, if available
3. Investments
4. 30-Day Tenant Delinquencies
5. Tenant Obligation Report
6. PHAS Report, quarterly
7. Tax Intercept Update, quarterly

D. Housing Authority Occupancy Monthly Reports

1. Waiting List
2. Tenant Placements
3. Occupancy Report & Vacant Units Move-Out Summary
4. Summary of Terminations, Appeals, and Hearings
5. Newsletters, if available

Mrs. Schermerhorn reported on the consent agenda.

Motion to approve as presented: Commissioner Deutsch
Second Motion: Chair Person Klinkhammer
Motion Carried: Yes-Unanimous Vote

BUSINESS AGENDA

2. Business Agenda

CDBG Rehabilitation Loans – No Rehab Loans this month

3. Business Considerations

A. Report and Consideration on a Resolution Regarding the Sale of the vacant lot to Habitat for Humanity

Mrs. Schermerhorn reported on the resolution regarding the Sale of the vacant lot to Habitat for Humanity.

Motion to approve as presented: Chair Person Klinkhammer
Second Motion: Commissioner Deutsch
Motion Carried: Yes-Unanimous Vote

Items B and C were presented and voted on together:

B. Report and Consideration on a Resolution Regarding Housing Authority Public Officials and Employer Practices Insurance Coverage

C. Report and Consideration on a Resolution Regarding the Housing Authority Professional Liability Insurance, Crime Insurance, Automobile Insurance, Commercial Umbrella Insurance, and Business Office Insurance Coverage

Mrs. Schermerhorn reported on a request to extend the Public Officials and Employer Practices Insurance Coverage and the Housing Authority Professional Insurance Coverages for an additional 2 years. The extension is for periods beginning November 2022 and November 2023 with coverage by Greenwich Insurance Company through Marsh & McLennan Agency and American Family Insurance.

Motion to approve as presented: Commissioner Deutsch
Second Motion: Chair Klinkhammer
Motion Carried: Yes-Unanimous Vote

D. Report and Consideration on a Resolution Regarding Audit Term Extension

Mrs. Schermerhorn reported on a request to extend the Audit Term for an additional 2 years. Mrs. Schermerhorn expressed that the Housing Authority would like to continue the audits to be done by Baker-Tilly-Virchow-Krause LLP.

Motion to approve as presented: Chair Klinkhammer
Second Motion: Commissioner Deutsch
Motion Carried: Yes-Unanimous Vote

E. Report and Consideration on a Resolution Regarding Substantial Rehabilitation Gross Rent Changes

Mrs. Schermerhorn reported on the Substantial Rehabilitation gross rent changes.

Motion to approve as presented: Commissioner Deutsch
Second Motion: Chair Klinkhammer
Motion Carried: Yes-Unanimous Vote

F. Report and Consideration on a Resolution Regarding Pay Plan Revisions for January 2023 and July 2023

Mrs. Schermerhorn reported that this item is to request an increase of 1.25% in staff salaries for the periods of January 1, 2023 through June 30, 2023 and July 1, 2023 through December 31, 2023.

Motion to approve as presented: Chair Klinkhammer
Second Motion: Commissioner Deutsch
Motion Carried: Yes-Unanimous Vote

G. Report and Consideration on a Resolution Regarding HOME Tenant Based Rental Assistance (TBRA) Program Payment Standards Revision

Mrs. Schermerhorn reported that the Housing Authority can adjust the payment standards yearly. Due to the increase in The Fair Market Rents the Housing Authority exercised its ability/authority to increase the Home Tenant Based Rental Assistance to 110% of The Fair Market Rent, which enables the Housing Authority to pay more towards tenants' rents.

Motion to approve as presented: Commissioner Deutsch
Second Motion: Chair Klinkhammer
Motion Carried: Yes-Unanimous Vote

H. Discussion on 2021 Housing Authority Audit

Mrs. Schermerhorn reported the audit is completed with no findings. A copy of the audit was given to Board Members there were present.

4. Director's Update/Announcements

Mrs. Schermerhorn stated nothing at this time.

5. Next meeting date, if applicable

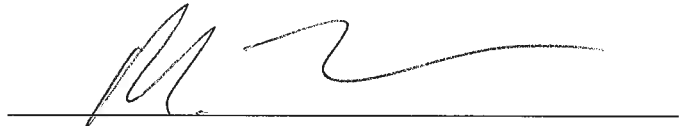
Tuesday November 22, 2022 at 7:45 AM

6. Adjournment.: 7:59AM

Motion to approve: Chair Klinkhammer
Second Motion: Commissioner Deutsch
Motion Carried: Yes-Unanimous Vote

November 22, 2022

Date



M. Laurie Klinkhammer, Chairperson

November 22, 2022

Date



Keith D. Johnathan, Secretary