Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Wednesday, February 24, 2016 in the board room of the Housing Authority office located at 491 E Center Street, Juneau, Wisconsin.

The meeting was called to order at 8:30 am by Glenn Stousland, Chairman.

Roll Call: Glenn Stousland, Chairman, Mary Reak, Ken Neumann, Eugene Wurtz,

Absent: Shirley Kitchen

Also Present: Donna Braun, Executive Director and Jamie Rhodes, Housing Supervisor

Pledge of Allegiance

Verification of proper meeting posting

Motion was made by Ken Neumann to approve the agenda. The motion was seconded by Eugen Wurtz.

Motion carried.

Motion was made by Mary Reak and seconded by Ken Neumann to dispense the reading of the January 27, 2016 minutes and approve them as presented. Motion carried.

Public Forum: None

Communications: Received letter fromWheda for 2015 Oak Grove file review. There were no findings or violations.

The Financial reports were reviewed. A motion was made by Eugene Wurtz and seconded by Mary Reak to approve the financial reports as presented. Motion carried.

Bills for Dodge 1, 6, OGLLC, HA and HUD were presented. A Motion was made by Ken Neumann and seconded by Mary Reak to approve the bills and pay as due. Motion carried.

Unfinished Business:
11. A Dodge 1, 6 and OGLLC Occupancy Report for period February 2016.

Theresa	12-12	Burnett	12-10	Iron Ridge	8-8	Waupun	48-43
Ashippun	12-12	Lowell	12-10	Juneau	15-14	Oak Gove	24-24
Reeseville	14-13	Hustisford	14-14	Beaver Dam	17-16		

Progress report on Housing Choice Voucher Section 8 Program: Vouchers – 137 + 0 port out

Occupancy report- Reviewed details of the occupancy report.

HUD- Pulled 12 names from the waiting list. One voucher on program for March 1. We are at 137 households and would like to be at 145. We will continue to process applications until we reach goal. ACH payment processing is going well.

Maintenance report- Bob is remodeling units in Burnett. Wegener replaced smoke detector and CO detectors in both buildings in Waupun. Measured Juneau and Iron Ridge windows for replacements. Juneau install will be mid-March. Iron Ridge will be after April 1.

Tenant/Program participation report- Hustisford annual meeting and apartment inspections was 2/5, Juneau 2/26. Burnett, Theresa and Bldg 110 are pending.

Management- Several staff trainings coming up. WAHA and WICARH in April. WAHA Fall conference is in September in Eau Claire. HUD admin fee increased. A133 audit was resubmitted with explanation and approved. Open record request from WI Policy Research Institute for A133 audit copy. SVA Audit only one finding for segregation of duties for limited staff. We do the best we can with limited staff numbers.

Old Business: none

New Business:

A motion was made by Ken Neumann to approve the HUD admin budget as presented. The motion was seconded by Mary Reak. Motion carried.

A motion was made by Mary Reak to approve the Housing Authority budget as presented. The motion was seconded by Ken Neumann. Motion carried.

A motion was made by Eugene Wurtz to revise the terms of the Waupun PILOT. The motion was seconded by Ken Neumann. Motion carried.

A motion was made by Mary Reak to approve the bid from Tri-City for MPR exterior door replacement as presented. The motion was seconded by Ken Neumann. Motion carried.

The next meeting of the Dodge County Housing Authority is scheduled March 23, 2016 at 8:30am.

A motion was made by Ken Neumann to adjourn. The motion was seconded by Eugene Wurtz. Motion carried.

Meeting adjourned at 9:45 a.m.

Glenn Stousland, Chairperson

Donna Braun, Executive Director