

Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Wednesday, July, 22 2015 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, Eugene Wurtz, Shirley Kitchen, Ken Neumann

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 Mary Reak. Motion carried.

Motion was made by Shirley Kitchen and seconded by Ken Neumann to dispense the reading of the June 24, 2015 minutes and approve them as presented. Motion carried.

Public Forum: None

Communications: Received a letter from Office of the Dodge County District Attorney regarding a citizen complaint. Based on the investigation, the issue will not be pursued further.

The Financial reports were reviewed. A motion was made by Shirley Kitchen and seconded by Ken Neumann 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 Mary Reak and seconded by Ken Neumann to approve the bills and pay as due. Motion carried.

Unfinished Business:

11. A Dodge 1, 6 and OGLLC Occupancy Report for period July 2015.

Theresa	12-12	Burnett	12-11	Iron Ridge	8-7	Waupun	48-46
Ashippun	12-11	Lowell	12-12	Juneau	15-14	Oak Gove	24-24
Reeseville	14-14	Hustisford	14-14	Beaver Dam	17-15		

Progress report on Housing Choice Voucher Section 8 Program: Vouchers – 130 + 1 port out

Occupancy report- Reviewed details of the occupancy report. Processing applications for available units with several move in and tenant transfers scheduled to fill openings.

Maintenance report- Juneau and Burnett held open for remodeling. Iron Ridge move in for 8/1 Beaver Dam move in for 7/15. Will remodel Beaver Dam apartment after new gutters are installed. Juneau, Iron Ridge, Burnett and Oak Grove all had tenant transfers. Replaced patio table and chairs in Burnett. K&B will be cleaning up storm damage in Reeseville. Bid was for

clean-up, stump removal, and fill. Reeseville antenna was repaired for Madison channels. Storms also brought water into the lower level in Beaver Dam.

Tenant/Program participation report- Few tenants having issues with neighbors. Issued 5 day for smoking. Police contact with tenant in OGLLC. Tenant is leaving at month end. Issued 60 day notice to tenants still at Beaver Dam Apartment complex to terminate HAP contracts because of property conditions. Several pending HUD program terminations for fraud- unreported income.

HUD program-Continuing to process applicants, briefing and issue vouchers. Year to date we have pulled 153 names off of the waiting list. We have leased up 7% of the 153 names pulled off of the waiting list. Processed ACH application for HUD checks. Sending notice to landlords to participate.

Management report- WHEDA OGLLC file and unit review was 7/9. This audit is every three years. File review went well. Inspected five units. One unit will need follow up inspections. A133 Auditor was in the office 7/13-7/16. Kim will attend training in Madison in October. Oak Grove insurance renewed with current carrier. Phone call requesting Interpreter services was handled properly.


Old Business: A motion was made by Shirley Kitchen and seconded by Ken Neumann to adopt new Public Form policy.


New Business:
NONE

The next meeting of the Dodge County Housing Authority is scheduled for August 26, 2015 at 8:30am.

A motion was made by Shirley Kitchen to adjourn. The motion was seconded by Ken Neumann Motion carried.

Meeting adjourned at 9:20 a.m.


Glenn Stousland, Chairperson


Donna Braun, Executive Director