

MINUTES OF THE HOUSING AUTHORITY OF THE COUNTY OF DODGE

The regular monthly meeting of the Housing Authority of the County of Dodge, Wisconsin was called to order by board member, Shirley Kitchen on the 26th day of March, 2014 at 8:35 a.m. in the Board Room of the Housing Authority Office, 491 E. Center Street, Juneau, Wisconsin.

Roll Call was taken:

Glenn Stousland	excused
Shirley Kitchen	present
Eugene Wurtz	present
Mary Reak	excused
Ken Neumann	present

Present at the request of the Chairman, were Donna Braun, Executive Director and Jamie Rhodes, Caseworker.

Pledge of Allegiance

Verification of proper meeting posting

A motion was made by Ken Neumann and seconded by Eugene Wurtz to approve the agenda as presented. Motion carried by unanimous vote.

A motion was made by Ken Neumann and seconded by Eugene Wurtz to dispense with the reading of the February 26, 2014 minutes and approve them as presented. Motion carried by unanimous vote.

Public Forum – None.

Communications- None

Financial report was reviewed. A motion was made by Ken Neumann and seconded by Eugene Wurtz to approve the financial reports. Motion carried by unanimous vote.

Bills for Dodge 1, 6, 8, HA, and HUD were presented. A motion was made by Ken Neuman and seconded by Eugene Wurtz for the bills to be approved and paid as due. Motion carried by unanimous vote.

Unfinished Business:

11. A Dodge 1, 6 and OGLLC Occupancy Report for period March 2014.

Theresa	12-12	Burnett	12-12	Iron Ridge	8-8	Waupun	48-46
Ashippun	12-10	Lowell	12-9	Juneau	15-14	Oak Gove	24-23
Reeseville	14-14	Hustisford	14-14	Beaver Dam	17-17		

Progress report on Housing Choice Voucher Section 8 Program: Vouchers - 121

B. Maintenance- Elevator inspection issues were cleared up and permits have been issued and received. A few locations have sidewalk and cement heaving from the winter. Bob sprayed areas of concern with paint and will readdress in spring. MPR- Donna met with Kathy from RD for clarification. We did not do apt doors or second hallway railing in Lowell and Hustisford. Plan to finish those up, after Lowell apartment renovations. The Habitat for Humanity Resale store made pick up of old cabinets in Lowell.

C. Tenant and Program participant report – HUD held briefing, issued 3 vouchers. Waiting list updated as of 3/18/2014. 398 left on waiting list after update. 127 are not local preference. Mailed over 800. Rec'd funding letter for 2014. Will support near to full units. Pulled a batch of applicants on 3/20/2014. Issued 14 day to Waupun tenant for smoking. Discussed tenants in Reeseville not getting along.

D. Management report- WE Energies easement for gas main replacement for Ashippun. We had computer issues over the last month. Replaced router/modem and appears to resolve problems. Hired cleaning personnel for D1. Working on fiscal year end for D1, D6, HUD, and HA. Our current workers comp carrier is no longer proving coverage. Working with agent for new workers comp carrier. Donna met with Susie from Dodge County IT regarding possible website update and linking to county site.

12. Old Business

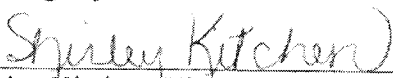
A. None


13. New Business:

- A. Bad Debt/Stale Check Write Off - Did not write off all tenant bad debit. WAHA conference in Sept 2014 will have information about Tax Receipt Intercept Program. A motion was made by Ken Neumann and seconded by Eugene Wurtz to approve the stale check write offs. Motion carried by unanimous vote.
- B. Approve 3/31/13 A-133 audit - Reviewed March 31, 2013 Audit findings and corrections. A motion was made by Ken Neumann and seconded by Eugene Wurtz to approve the audit. Motion carried by unanimous vote.
- C. Approve SVA Oak Grove LLC 12/31/13 Audit - Reviewed December 31, 2013 Audit of Oak Grove. There were no findings. A motion was made by Ken Neumann and seconded by Eugene Wurtz to approve the audit. Motion carried by unanimous vote.
- D. HUD Administrative Plan Update - Discussed adding preference for lead paint exposure to the HUD admin plan as well as other proposed changes for regulation language changes. A motion was made by Eugene Wurtz and seconded by Ken Neumann to approve the proposed changes for regulation changes without making any changes or new preference for lead paint exposure. Motion carried by unanimous.

Announcements – Woman's Resource Day is 4/22. Two senior expos this year. Beaver Dam is 5/14 and Waupun is in the fall.

A motion was made by Ken Neumann and seconded by Eugene Wurtz to adjourn.  
Meeting adjourned at 09:40 a.m.

  
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Shirley Kitchen, Vice Chairperson

  
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Donna Braun, Executive Director