



**HOUSING AUTHORITY OF THE COUNTY OF PORTAGE**  
**1001 Maple Bluff Rd. Ste 1., Stevens Point WI 54482**  
**Housing Office: 715-346-1392**

**“This institution is an equal opportunity provider and employer.”**

**MINUTES**  
**OF THE MONTHLY MEETING**  
**OF THE BOARD OF COMMISSIONERS**  
**4-9-25**

1. The meeting was **called to order** at 4:00 p.m. by Doubek at the Housing Authority Office, 1001 Maple Bluff Rd Ste 1, Stevens Point, Wisconsin 54482.
2. A **roll call** was taken as follows:  
Members Present: Chris Doubek X Yes    Absent  
Christian Budzinski X Yes    Absent  
Sharon Mras X Yes    Absent  
Mike Splinter    Yes X Absent  
Vacant X Yes    Absent  
Also Present: Stacy Cieslewicz, Executive Director X Yes    Absent
3. Doubek called for **corrections to the minutes** of 3-12-25. Corrections made? No  
Motion by Mras, second by Budzinski to **approve the minutes** as presented.  
A roll call vote revealed 3 ayes, 0 nays, 1 absent Splinter, 1 vacant. Motion carried. Yes
4. **Correspondence** – None
5. **Director’s Update:**

**Occupancy Report**

Project I -   2   -1 Bedroom &   0   - 2 Bedrooms Vacancies at Tomorrow River Villa in Amherst  
  3   -1 Bedroom &   2   -2 Bedrooms Vacancies at Rustic Manor in Rosholt

Project II -   7   -1 Bedroom Vacancies at Hillside Manor in Amherst  
  7   -1 Bedroom Vacancies at Sunset Manor in Almond  
  4   -1 Bedroom Vacancies at Milladore Manor in Milladore

Project III -   2   -2 Bedrooms &   4   -3 Bedrooms Vacancies at Parkview in Amherst  
  1   -2 Bedrooms &   2   -3 Bedrooms Vacancies at Northview in Junction City  
  0   -2 Bedrooms &   2   -3 Bedrooms Vacancies at Eastview in Rosholt

**Section 8 County Vouchers**

We have  216  households on lease for April.

A review was made of the **Account Balances** as of 2-28-25 and the **Income & Expense Report** for the end of: January and February 2025. Comment made? No

**Properties :**

Staff continuing to work on vacate apartments

**6. Review of Housing Authority Disbursements:**

Disbursements for January, 2025 - Questions? No Corrections made? No

Motion made by Mras, second by Budzinski to approve the Housing Authority Disbursements for January, 2025 with a total of \$143,590.57.

A roll call vote revealed 3 ayes, 0 nays, 1 absent Splinter, 1 vacant. Motion carried. Yes

Disbursements for February, 2025 - Questions? No Corrections made? No

Motion made by Budzinski, second by Mras to approve the Housing Authority Disbursements for February, 2025 with a total of \$135,218.53.

A roll call vote revealed 3 ayes, 0 nays, 1 absent Splinter, 1 vacant. Motion carried. Yes

**Public Notice:** Public in attendance? No

**7. Voice Roll Call Vote to Enter into Closed Session Pursuant to Wisconsin Statutes 19.85 (1) (c) for the purpose of Discussion, Hearing, and Deliberation regarding:**

a) Personnel Status

Motion by Budzinski, second by Mras to Enter into Closed Session

A voice roll call vote revealed ayes by Doubek, Mras, Budzinski, 0 nays, 1 absent Splinter, 1 vacant

Motion carried to enter Closed Session? **Yes**

Closed Session in Progress

Motion by Mras, second by Budzinski to Enter into Open Session for Possible Action on Closed Session Items.

A voice roll call vote revealed ayes by Doubek, Mras, Budzinski, 0 nays, 1 absent Splinter, 1 vacant

Motion carried to enter Open Session? **Yes**

Cieslewicz was acting secretary in Closed Session.

**Closed Session Item a: Personnel Status**

No Action taken. No motion needed.

**8. Discussion - Update Future of PC Housing LLC Rental Property(ies)**

Update: Cieslewicz indicated that Next Home Priority will be assisting our agency on the selling of our PC Housing LLC Rental Properties.

**9. Discussion/Possible Action - Update Sections of Administration Policy**

Update: Cieslewicz indicated that the updates to the Administration Policy for the agency on still ongoing and that updates will be provided at a future board meeting. No Action Taken. No Motion needed.

**Next Meeting Date:**

Motion made by Mras, second by Budzinski to approve meeting on May 14, 2025 at 4:00 p.m. at the Housing Authority Office at 1001 Maple Bluff Rd Suite 1, Stevens Point, WI.

A roll call vote revealed 3 ayes, 0 nays, 1 absent Splinter, 1 vacant. Motion carried. Yes

Doubek asked for any objection to adjournment – hearing None **adjournment** of meeting concluded at 4:30 p.m.

Respectfully Submitted,