



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
July 9, 2025

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 Yes X Absent - Excused
Mike Splinter X Yes Absent
Vacant X Yes Absent
Also Present: Stacy Cieslewicz, Executive Director X Yes Absent

3. Doubek called for **corrections to the minutes** of 6-11-2025. Corrections made? No
Motion by Splinter, second by Budzinski to **approve the minutes** as presented.
A roll call vote revealed 3 ayes, 0 nays, Mras excused, 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
 2 -1 Bedroom & 3 -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 210 households on lease for JULY, 2025.

A review was made of the **Account Balances** as of 5-31-25 and the **Income & Expense Report** for the end of: May 2025. Comment made? No

Properties:

Contractor working on installation of closet doors and blinds at Rustic Manor and Tomorrow River Villa.
Contractor also completing work orders as they come in.

6. Review of Housing Authority Disbursements:

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

Motion made by Budzinski, second by Splinter to approve the Housing Authority Disbursements for May, 2025 with a total of \$ 127,673.74.

A roll call vote revealed 3 ayes, 0 nays, Mras excused, 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. Update on Sale of PC Housing LLC Rental Property(ies)

b. Property Maintenance Technician Position

c. Update on Office Position

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

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

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

Closed Session in Progress

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

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

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

Cieslewicz was acting secretary in Closed Session.

Possible Action - Closed Session Item a. Update on Sale of PC Housing LLC Rental Property(ies)

No Action on Item a. No Motion

Possible Action - Closed Session Item b. Property Maintenance Technician Position

No Action on Item b. No Motion

Possible Action - Closed Session Item c. Update of Office Position

No Action on Item c. No Motion

8. Discussion/Possible Action - Administrative Plan-Housing Choice Voucher Program – Resolution 25-14

Board reviewed Resolution 25-14 and handouts.

Motion by Budzinski, second by Splinter to approve Resolution 25-14 as presented.

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

9. Discussion/Possible Action - Project I – Management Plan – Rural Development – Resolution 25-15

Board reviewed Resolution 25-15 and handouts.

Motion by Splinter, second by Budzinski to approve Resolution 25-15 as presented.

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

10. Discussion/Possible Action - Next Meeting: August 13, 2025 @ 4:00pm HA Office

Board discussed next meeting date/time/place.

Motion made by Splinter, second by Budzinski to approve meeting on August 13, 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, Mras excused, 1 vacant. Motion carried. Yes

Doubek asked for any objection to adjournment – None Heard **adjournment** of meeting concluded at 4:27pm.

Respectfully Submitted,