



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
10-8-25

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
Member – Currently not reappointed
Vacant _X_ Yes ___ Absent

Also Present: Stacy Cieslewicz, Executive Director _X_ Yes ___ Absent
Mike Splinter - Not Reappointed Yet

3. Doubek called for **corrections to the minutes** of 9-10-25. Corrections made? No
Motion by Budzinski, second by Mras to **approve the minutes** as presented.
A roll call vote revealed _3_ ayes, _0_ nays, 1-vacant 1-unappointed. Motion carried. Yes

4. **Correspondence** – None

5. **Director's Update:** **Occupancy Report**

Project I - _1_ -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 - Sold as of 7-31-25- Hillside Manor in Amherst
Sold as of 7-31-25 - Sunset Manor in Almond
Sold as of 7-31-25 - Milladore Manor in Milladore

Project III - Sold as of 7-31-25 - Parkview in Amherst
Sold as of 7-31-25 - Northview in Junction City
Sold as of 7-31-25 - Eastview in Rosholt

Section 8 County Vouchers

We have _216_ households on lease for October 2025.

A review was made of the **Account Balances** as of 8-31-25 and the **Income & Expense Report** for the end of: August 2025. Comment made? No

Properties –

Capital Needs Assessment (CNA) findings continue to be addressed – Apartment Entry ADA Entry Door Levels to be installed in October; Smoke/Carbon Detector checks in October; Paint and New Carpet in Common areas to be completed in November.

6. Review of Housing Authority Disbursements:

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

Motion made by Budzinski, second by Mras to approve Housing Authority Disbursements for August, 2025 with a total of \$150,492.23.

A roll call vote revealed _3_ ayes, _0_ nays, 1-vacant 1-unappointed. Motion carried. Yes

Public Notice: Public in attendance? No

7. Discussion/Possible Action - Housing Choice Voucher Payment Standards – Resolution 25-21

Cieslewicz reviewed Resolution 25-21 with Board.

Motion by Budzinski, second by Mras to approve Resolution 25-21

A roll call vote revealed _3_ ayes, _0_ nays, 1-vacant 1-unappointed. Motion carried. Yes

8. Discussion/Possible Action - Sale of Maintenance Van

Cieslewicz asked Board about selling maintenance van as we are outsourcing maintenance. Cieslewicz indicated that if part-time maintenance staff were hired, staff would be required to use own insured vehicle just as other staff does and would be reimburse for mileage as other staff is. Board discussed Kelley Blue Book printout; selling of van; a possible sale price; and possibility of Executive Director having full authority to sell van with the best interest of Housing Authority.

Motion by Budzinski, second by Mras to approve selling the 2015 Maintenance Van; asking price set at \$10,000; and Executive Director has full authority to sell van at a reasonable price if not the asking price.

A roll call vote revealed _3_ ayes, _0_ nays, 1-vacant 1-unappointed. Motion carried. Yes

9. Discussion/Possible Action - Next Meeting –

November 12, 2025 (Annual Meeting) @ 4:00pm at 1001 Maple Bluff Rd Stevens Point WI 54482:

Motion made by Mras, second by Budzinski to approve meeting on November 12, 2025 for the Annual Meeting 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-vacant 1-unappointed. Motion carried. Yes

Doubek asked for any objection to adjournment – None Heard

adjourned the meeting at _4:20 p.m.

Respectfully Submitted,