



HOUSING AUTHORITY OF THE COUNTY OF PORTAGE

1100 Centerpoint Dr., Suite 201B Stevens Point WI 54481

Housing Authority Office: 715-346-1392

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MINUTES OF THE ANNUAL MEETING BOARD OF COMMISSIONERS 11-10-21

1. The Annual meeting was **called to order** at 4:00 p.m. by Cieslewicz at the Housing Authority Office, 1100 Centerpoint Dr., Suite 201B, Stevens Point, Wisconsin 54481.
2. A **roll call** was taken as follows:
Members Present: Christian Budzinski _X_ Yes ___ Absent
Holly Carter _X_ Yes ___ Absent
Ntxhais Chai Moua ___ Yes _X_ Absent
Chris Doubek _X_ Yes ___ Absent
Sharon Mras _X_ Yes ___ Absent

Also Present: Stacy Cieslewicz, Executive Director _X_ Yes ___ Absent
3. Cieslewicz called for **nominations for Chairperson** for the Housing Authority Board for a one (1) - year term.
Motion made by Doubek, second by Budzinski to nominate Carter for Chair for a one (1)-year term.
Cieslewicz called again for nominations for Chair. Nominations made? No
Cieslewicz called a third and last time for nominations for Chair. Nominations made? No
Carter accepted the nomination.
A roll call vote revealed _4_ ayes, _0_ nays, absent Moua. Motion carried. Yes
4. Carter called by **nominations for Vice Chairperson** for the Housing Authority Board for a one (1) - year term.
Motion made by Budzinski, second by Mras to nominate Doubek for Vice Chair for a one (1)-year term.
Carter called again for nominations for Vice Chair. Nominations made? No
Carter called a third and last time for nominations for Vice Chair. Nominations made? No
Doubek accepted the nomination.
A roll call vote revealed _4_ ayes, _0_ nays, absent Moua. Motion carried. Yes
5. The Commissioners were requested by Cieslewicz to sign their annual **Declaration of Identity of Interest/No Identity of Interest** forms required by Rural Development.
6. Carter called for **corrections to the minutes** of 10-13-21. Corrections made? No
Motion made by Budzinski, second by Doubek to approve the minutes as presented.
A roll call vote revealed _4_ ayes, _0_ nays, absent Moua. Motion carried. Yes

7. **Correspondence** – None

8. **Director's Update:**

Occupancy Report

Project I - _1_ -1 Bedroom & _1_ - 2 Bedrooms Vacancies at Tomorrow River Villa in Amherst
 0 -1 Bedroom & _0_ -2 Bedrooms Vacancies at Rustic Manor in Rosholt

Project II - _3_ -1 Bedroom Vacancies at Hillside Manor in Amherst
 3 -1 Bedroom Vacancies at Sunset Manor in Almond
 2 -1 Bedroom Vacancies at Milladore Manor in Milladore

Project III - _1_ -2 Bedrooms & _3_ -3 Bedrooms Vacancies at Parkview in Amherst
 1 -2 Bedrooms & _2_ -3 Bedrooms Vacancies at Northview in Junction City
 1 -2 Bedrooms & _1_ -3 Bedrooms Vacancies at Eastview in Rosholt

Section 8 County Vouchers – We have 193 households on lease and _9_ vouchers issued for November, 2021.

A review was made of the **Account Balances** as of 11-10-21 and the **Income & Expense Report** for the end of September, 2021. Comments made? No

Properties – Roto Rooter was called to address back up at Rustic Manor. Removal of air-conditioners for Project I (re-install windows).

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

Disbursements for September, 2021 - Questions? No Corrections made? No

Motion made by Mras, second by Budzinski to approve the Housing Authority Disbursements for September, 2021 with a total of \$90,342.30.

A roll call vote revealed _4_ ayes, _0_ nays, absent Moua. Motion carried. Yes

Public Notice: Public in attendance? No

10. **Discussion/Possible Action – Housing Authority of the County of Portage By-Laws:**
Resolution 21-13:

Board reviewed minor changes to By-Laws and Resolution 21-13.

Motion made by Budzinski, second by Doubek to approve Resolution 21-13

A roll call vote revealed _4_ ayes, _0_ nays, absent Moua. Motion carried. Yes

11. **Discussion/Possible Action -Board of Commissioners' Meeting Schedule-2022:**
Resolution 21-14:

Board reviewed Resolution 21-14 - 2022 Tentative Board of Commissioners' Meeting Schedule.

Motion made by Doubek, second by Budzinski to approve Resolution 21-14.

A roll call vote revealed _4_ ayes, _0_ nays, absent Moua. Motion carried. Yes

12. **Discussion/Possible Action – Voucher Payment Standards – Resolution 21-15**

Cieslewicz indicated that Voucher Payment Standards were established as of 10-1-21. Board review Resolution 21-15.

Motion made by Budzinski, second by Mras to approve Resolution 21-15.

A roll call vote revealed _4_ ayes, _0_ nays, absent Moua. Motion carried. Yes

13. **Discussion/Possible Action – Increase in Laundry Facility Equipment – Project I and II sites:**

Resolution 21-16:

Board reviewed Resolution 21-16 and the spreadsheet of equipment charges at other Housing Authorities and Local Laundry Mats. Mras voiced concern about the additional burden of the cost increase for those on a fixed income.

Motion made by Budzinski, second by Doubek to approve Resolution 21-16.

A roll call vote revealed _3_ ayes, _1_ nays (Mras), absent Moua. Motion carried. Yes

14. **Discussion/Possible Action – OPT OUT of Section 8 Program – Project II – WI39R000017:**

Resolution 21-17:

Board reviewed Resolution 21-17. Discussion for Executive Director to continue on with Opt-Out requirements per Housing and Urban Development for Project II.

Motion made by Mras, second by Budzinski to approve Resolution 21-17

A roll call vote revealed _4_ ayes, _0_ nays, absent Moua. Motion carried. Yes

Motion made by Budzinski, second by Mras to **approve meeting** on 12-8-21 at 4:00 p.m. at the Housing Authority Office at 1100 Centerpoint Drive, Stevens Point, WI.

A roll call vote revealed _4_ ayes, _0_ nays, absent Moua. Motion carried. Yes

Carter asked for any objection to adjournment

Motion made by Doubek, second by Budzinski to **adjourn** the meeting at 4:25 p.m.

A roll call vote revealed _4_ ayes, _0_ nays, absent Moua. Motion carried. Yes

Respectfully Submitted,