



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 MONTHLY MEETING
OF THE BOARD OF COMMISSIONERS
8-10-2022

1. The meeting was **called to order** at 4:00 p.m. by Carter at the Housing Authority Office, 1100 Centerpoint Dr., Suite 201B, Stevens Point, Wisconsin 54481.
2. A **roll call** was taken as follows:
Members Present: Holly Carter _x_ Yes ___ Absent
Chris Doubek _x_ Yes ___ Absent
Christian Budzinski _x_ Yes ___ Absent
Sharon Mras _x_ Yes ___ Absent
Andrew Rockman _x_ Yes ___ Absent
Also Present: Stacy Cieslewicz, Executive Director _x_ Yes ___ Absent
3. Carter called for **corrections to the minutes** of 7-13-22. Corrections made? No
Motion by Budzinski, second by Rockman to approve the minutes as presented.
A roll call vote revealed _5_ ayes, _0_ nays, excused/absent _0_. Motion carried. Yes
4. **Correspondence** – None
5. **Director’s Update:**

Occupancy Report

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

Project II - _4_ -1 Bedroom Vacancies at Hillside Manor in Amherst
2 -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
2 -2 Bedrooms & _2_ -3 Bedrooms Vacancies at Eastview in Rosholt

Section 8 County Vouchers

We have 187 households on lease for August 1, 2022.

A review was made of the **Account Balances** as of 7-31-22 and the **Income & Expense Report** for the end of: June 2022. Comment made? No

Properties:

Common area Carpet Cleaning being conducted. Retaining Wall at Hillside will be fixed – Insurance from person who damaged wall has issued payment for the repair. Rural Development has been requested to approval Tree Removal at Tomorrow River Villa – One tree snapped, others dead, dying, hanging over roof line, and trees leaning toward building.

6. Review of Housing Authority Disbursements:

Disbursements for June, 2022 - Questions? No Corrections made? No

Motion made by Budzinski, second by Mras to approve the Housing Authority Disbursements for June, 2022 with a total of \$ 89,704.84 .

A roll call vote revealed _5_ ayes, _0_ nays, excused/absent _0_ . Motion carried. Yes

Public Notice: Public in attendance? No

7. Discussion/Possible Action - Snow Removal Bids

Cieslewicz presented snow removal bids. Board reviewed bids.

Motion by Doubek, second by Mras to approve 2-year contracts with Schuster LLC for Rosholt/Amherst properties and J.Gavin Construction for Milladore/Junction City properties. The Board also authorized Executive Director to sign a 2-year contract with a contractor for Snow Removal at our Almond property.

A roll call vote revealed _5_ ayes, _0_ nays, excused/absent _0_ . Motion carried. Yes

8. Discussion/Possible Action - Opt-Out-Project II - ID#800023404-WI39R000017(Sunset/Hillside/Milladore)-Resolution #22-03

Cieslewicz reviewed with Board: Opt-Out (Non-Renewal of HUD subsidy contract which expires on December 31, 2022) paperwork and indicated that HUD informed her, our agency cannot have a contract with ourselves for Voucher rental subsidy. We would have to create a new “Owner Entity” to transfer over our properties to the new Owner Entity for at least \$1.00. We would have to have an outside agency complete: rent reasonable, rent comparable, and HQS inspections for any Voucher holder that would be staying and/or moving into one of our properties. HUD set rents for these properties are well below the Fair Market Rent in Portage County for 1-Bedroom units. If there is no contract – our agency could charge more for rents based on current market rent and market area within reason; HUD’s rules and regulations regarding HUD Multi-family properties would be eliminated. Agency would only abide by rules and regulations for the Housing Choice Voucher Program which we currently already do. Agency would be free to sell any or all properties. Tenants could be provided Tenant Protection/Enhanced Vouchers to retain subsidy assistance for their current unit or other housing that is compliant with the Housing Choice Voucher Program’s rules and regulations. Board discussed options and Resolution 22-03.

Motion by Budzinski, second by Mras to approve Resolution 22-03 - Non-Renewal of Subsidy Contract for Project II - ID#800023404-WI39R000017(Sunset/Hillside/Milladore) and allows the Executive Director to move forward with the final steps/procedures involved with the Non-Renewal of the Subsidy Contract. Board also authorized Executive Director to complete all HUD necessary requirements for the utilization of the Voucher program in these opt-out properties.

A roll call vote revealed _5_ ayes, _0_ nays, excused/absent _0_ . Motion carried. Yes

9. Discussion/Possible Action - Housing Choice Voucher Utility Allowance Chart-Resolution #22-04

Cieslewicz indicated that HUD requires a review every year to determine if the chart needs to be changed. The calculations indicate a change. Board reviewed.

Motion by Rockman, second by Mras to approve Resolution 22-04

A roll call vote revealed _5_ ayes, _0_ nays, excused/absent _0_ . Motion carried. Yes

Next Meeting Date:

Motion made by Doubek, second by Rockman to approve meeting on September 12, 2022 at 4:00 p.m. at the Housing Authority Office at 1100 Centerpoint Dr., Suite 201B, Stevens Point, WI.

A roll call vote revealed _5_ ayes, _0_ nays, excused/absent _0_ . Motion carried. Yes

Carter asked for any objection to adjournment

Motion made by Mras, second by Rockman to **adjourn** the meeting at 5:05 p.m.

A roll call vote revealed _5_ ayes, _0_ nays, excused/absent _0_ . Motion carried. Yes

Respectfully Submitted,