City of Stoughton Housing Authority Minutes
October 14, 2020 at 3:00 p.m.

Present: Senior Center Director McGlynn, Finance Director Friedl, Fred Hundt, Jessica Royko

Others Present: Sue Broihahn, Kathy Olson, Wendy Skoien, Marsha Baggs, Mayor Swadley, Sandy Harter (Dane County Dept. of Human Services)

Absent and Excused: Dennis Pince

Call to Order: The meeting was called to order at 3:00 p.m. by McGlynn

Communications:
None

Approval of the July 14, 2020 Housing Authority Minutes
Motion by Friedl to approve the July 14, 2020 Housing Authority meeting minutes, second by Hundt. Motion passed 4 – 0.

Discussion and possible action regarding 2021 Greenspire budgets
Kathy Olson provided summary of the 2021 Greenspire Operating Budgets as submitted on 9/30/20.

BMC noted there might be some challenges with finding alternative living arrangements while completing seven renovations in 2021.

Members of the Housing Authority inquired if it would be possible to stagger renovations (3 in spring/4 in fall). BMC will consider this as the process moves forward.

No action on this item is required.

Discussion and possible action regarding the renewal of the Management Agreement and Management Certification
Motion by Hundt to approve the Management Agreement and Management Certification documents and for the appropriate City Official(s) to sign the agreements, second by Royko. Motion passed 4-0.

Latest Management Report, Financials and Renovation Updates
BMC provided a summary of the attached October Management Report and August Financials.

Fire System Update
Skoien noted she had reached out to a number of vendors and directed them to the Stoughton Fire Department to further determine the scope and no bids came back. Additional follow up resulted in a large scope of work and significant costs. Wendy followed up with Per-Mar again and received a bid for $6,000 with blueprints and $6,200 without blueprints for Unit 1060. The Stoughton Fire Department has not yet reviewed the bid from Per-Mar. If the Stoughton Fire Department is comfortable with moving forward only with Unit 1060, BMC will engage Per Mar to complete the work.

Discussion and possible action regarding seeking out grant and other alternative funding sources to complete future renovations
BMC informed the Housing Authorities they have been discussing grant opportunities with third parties to assist with future capital improvements/renovations. Preliminary results show that Greenspire scored very high in different pre-scoring scenarios. BMC noted no action is necessary today and that they plan to invite a professional grant writer to attend the next Housing Authority meeting.

Discussion and possible action regarding future insurance review
BMC informed the Housing Authority that Greenspire selected a different firm for their current coverage. They also noted additional changes are on the horizon in relation to certain deductibles and a formal review will not be necessary until more information is available.

Discussion and possible action regarding trash pickup resources
McGlynn expressed concerns with relying on management to arrange for trash pickup for those individuals who cannot do this on their own. BMC will communicate this to the residents and forward them to the Stoughton Senior Center to discuss further with a Case Manager.

Next Meeting:
January 20, 2021
April 21, 2021
July 21, 2021
October 20, 2021

Future Agenda Items:
- Grant Update
- Fire System Update
- Renovation Proposal

Motion by Friedl, second by Hundt to adjourn at 4:04 p.m.