

City of Stoughton Housing Authority Minutes

April 18, 2018 2:30p.m. - City Hall, 381 E. Main Street, Stoughton, WI

Present: Dan Matson; Sid Boersma; Senior Center Director McGlynn; Finance Director Tammy LaBorde; Mayor Tim Swadley; Kathy Olson, Broihahn Management & Consulting; and Wendy Skoien, Building Manager. Sue Broihahn was absent and excused.

The meeting was called to order at 2:30 p.m. by LaBorde.

There were no minutes to approve as there was no meeting held on January 17, 2018 due to a lack of quorum.

Discussion took place regarding having an emergency meeting to replace the chair as LaBorde is leaving the City at the end of May. There was also discussion to place on an upcoming meeting the following items: Discussion regarding the purpose of the group; clear rules and vision; research on housing authorities; community development authority – have Gary Becker attend and then have a meeting with the RDA, Common Council, and Attorney Dregne. The meeting should be scheduled sooner than the July 18th next Housing Authority Meeting. LaBorde noted that the Housing Authority had received a letter from Landstar Realty Group, Inc. expressing their interest in purchasing Greenspire I.

Management Report and Financials- Kristina Dux will be replacing Kathy Olson however she was unable to attend today. Staff met with Rural Development and McCann Construction and construction is expected to start the first week of May. They will be working in six handicap units, four common areas, and doing some landscaping work. There have been some issues with the elevators and they are looking to replace a water softener. They have eleven people on the waiting list and there are three or four more applications for review. Motion by Boersma, second by McGlynn to accept the financial reports. Motion passed unanimously.

2017 Audit – The MPR Program is the only issue in the audit report. Staff is currently working through that issue. Motion by Boersma and second by LaBorde to accept the 2017 audit report. Motion passed unanimously.

HUD Contract renewal – The Authority made application for Greenspire I and are looking to get Greenspire I and II on the same period. The Authority opted to have Greenspire come up in five years; looking to make it one contract instead of two separate contracts. There has been no word from HUD on this.

Update on MPR Program- Olson noted that when there is more activity with the repairs they will be able to provide more of an update. She noted that they would like to have a meeting there when the work is completed. Olson noted that they are holding units open so that they can shift people around during construction.

No Smoking Policy review- This is still an issue and staff will be sending out letters as a reminder. July 1 is one full year since they started the program. There are some residents that have continued to smoke and this round of letters will be providing them their final notice. This includes vapor as well. HUD and Rural Development are firm on this policy. Skoien noted that they get three warning letters and that they also continuously remind the people about the program. Dux and Skoien will be drafting and sending out the next letters.

Next Meeting – The next meeting will be held on Wednesday, May 2, 2018 at 2:30pm.

Moved by McGlynn second by Matson to adjourn at 2:58 p.m. The motion passed unanimously.

Respectfully Submitted,
Tammy LaBorde