

**Minutes of a Housing Authority Meeting held Wednesday September 3 2014,
1:000pm at the Wasserman Building, 611 North Water Street, Sheboygan, WI
Present: Dean Bogenschuetz, Marge Mattern, Linda Tiboris, Don Tershner, Joe Rupnik**

Agenda item #1: The meeting was called to order by Chair Dean Bogenschuetz followed by the Pledge of Allegiance.

Agenda item #2: Minutes of the board meeting on July 17, 2014 were reviewed; Mattern motioned to accept as presented, seconded by Tiboris, all in favor.

Agenda item #3: GPNA (Green Physical Needs Assessment). Work has started on the GPNA with Daniel Meissner and Associates LLC. We hope to have completed reports this fall. No handouts were provided.

Agenda item #4: Rochester Springs Tuck Pointing project. Bids were received by four companies, bids were reviewed to assure that the work bid upon was the same. A brief discussion on the companies that were bidding on the project, motion made by Tiboris to accept the low bid by Quasius Construction, seconded by Tershner. There being no further discussion, all voted in favor, motion carries.

Agenda item #5: Public Housing Audit. The audit had been distributed and was reviewed by the board, as presented by Collins and Associates. Discussion took place on where we stand as compared with previous years. Bogenschuetz moves to accept the document, seconded by Mattern, all in favor, motion carries.

Agenda item #6: Mileage reimbursement. As requested, Rupnik checked with Sheboygan County and the City of Sheboygan to see if any changes were made to mileage reimbursement for employees using personal vehicles for work purposes. Rupnik reported that no changes had been made since our last inquiry.

Agenda item #7: Tenant Statistical Report. A statistical report was provided to the commissioners with their packets from July 2014. The report identifies, by building, the demographics for those whom we are currently providing housing. The overwhelming numbers of extremely low income households was noted. The report comes from our software, and provides interesting data.

Executive Director's Report:

Service Coordinator grant proposal has been completed, submitted and accepted by HUD. Grant awards will be made in December and funding availability in January. Hoping we are awarded a grant.

Working hours go back to normal this week.

Public hearing scheduled for September 24, 2014 on new ceiling rents. Board will be given information after the hearing, an email vote will be requested to approve.

WAHA conference Sept. 15-18, office closing 9/15 early afternoon, reopen normal starting time on 9/18.

Maintenance staff: discussion on increasing hours of part time maintenance staff to full time. All board members agreed that the increase was warranted. Rupnik to hire.

A motion was made by Tiboris to adjourn, seconded by Mattern, all in favor.

Dean Bogenschuetz
Chairman

Joe Rupnik
Secretary