

DRAFT

OSHKOSH / WINNEBAGO COUNTY HOUSING AUTHORITY
JOINT MEETING MINUTES

Monday, March 21, 2016

Raulf Place Apartments

3:30 P.M.

COMMISSIONERS PRESENT: Sylvia Carey-Butler, Chairman – OHA
Braxton Patterson, Vice Chairman – OHA (Arrived during E.D. Report)
Rob Paterson – OHA
Theresa Bertram – OHA
Tom Pech Jr. - OHA

Mike Norton, Chairman - WCHA
Rebecca Hackett, Vice Chairman - WCHA
Scott Waterworth – WCHA

COMMISSIONERS ABSENT: Robert Keller – WCHA – Excused
Pat Bird – WCHA – Excused

STAFF PRESENT: Susan van Houwelingen, Executive Director
Lee Franzen, Operations Manager
Kim Lynch, Executive Assistant
LuAnn DeBruin-Ziebell, Accountant

OTHERS PRESENT: Kimberly Osman
Althea (Maggie) Immonen

1) Call to Order: Roll Call

Chairman Carey-Butler of the Oshkosh Housing Authority (OHA) Board called the joint meeting to order at 3:33 p.m.

2) OHA Minutes of February 22, 2016

Chairman Carey-Butler directed the OHA Commissioners to review the minutes of the regularly scheduled Board Meeting held on February 22, 2016. There being no questions or comments, Mr. Pech moved, seconded by Mr. R. Paterson, to approve the minutes of the February 22, 2016 meeting as presented. Motion carried 4-0.

3) WCHA Minutes of February 23, 2016

Chairman Norton directed the WCHA Commissioners to review the minutes of the regularly scheduled Board Meeting held on February 23, 2016. There being no questions or comments, Mr. Waterworth moved, seconded by Ms. Hackett, to approve the minutes of the February 23, 2016 meeting as presented. Motion carried 3-0.

4) Public Comment Period

Kimberly Osman and Maggie Immonen requested consideration for a small garden and/or flower area on the Raulf Place grounds. Ms. van Houwelingen stated options will be discussed with the property manager. Ms. van Houwelingen wants to revive the Resident Advisory Boards at each building that can address issues of this nature.

5) Report of the Executive Director**a.) Cumberland Court Update**

Ms. van Houwelingen stated the closing for Cumberland Court is been pushed back to the first or second week of April. Construction will likely be completed in January 2017 due to the closing delay.

Approval for Part 1 of the tax credit application for the Waite Rug project has been received. The Part 2 application can now be completed and sent in.

b.) Fox View – Omro Home Purchase for Garages

Ms. van Houwelingen stated there have been recent discussions with the owner of the Huron Street property in Omro that the Authority may be interested in purchasing to build garages on for Fox View. A purchase price agreement has yet to be reached. Purchase price limits were discussed.

Ms. van Houwelingen reported that the Authority has been approached by another agency in Oshkosh regarding possibly purchasing their 14-unit property in Oshkosh. In lieu of purchasing the property, the Authority may consider taking over the management of the property for that agency.

c.) Maintenance Mechanic Position Open

Ms. van Houwelingen stated one of the Authority's Maintenance Mechanics has accepted a position with another agency. The vacant position will be posted with the Job Center of Wisconsin.

6.) WCHA Resolutions**a.) Resolution 657-16: Approve Form HUD-52648, Section 8 Management Assessment Program (SEMAP) Certification**

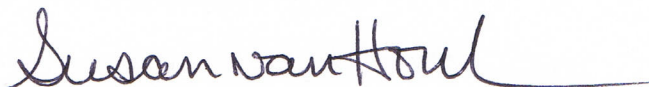
This resolution was reviewed by Mr. Franzen. There being no questions or comments, Mr. Waterworth moved, seconded by Ms. Hackett to approve Resolution 657-16. Motion carried 3-0.

7.) Adjournment of Open Session and Convene in Closed Session Under WI, Stat §19.85(1) (c) to Consider Promotion, Compensation and/or Performance Evaluations. Take Roll Call.

Ms. Bertram motioned that the OHA/WCHA open meeting be adjourned and a closed session be opened under Wis. Stat. § 19.85(1) (c). The motion was seconded by Mr. B. Patterson. Motion was carried 8-0.

The open meeting was adjourned and moved into closed session at 3:55 p.m.

Respectfully submitted,



SUSAN VAN HOUWELINGEN
Executive Director
Oshkosh Housing Authority

APPROVED by OHA Board _____

APPROVED by WCHA Board _____