



**HOUSING AUTHORITY OF THE COUNTY OF PORTAGE**

**1100 Centerpoint Dr., Suite 201B Stevens Point WI 54481**

**Housing Authority Office: 715-346-1392**

**“This institution is an equal opportunity provider and employer.”**

**MINUTES  
OF THE MONTHLY MEETING  
OF THE BOARD OF COMMISSIONERS  
3-21-19**

- The meeting was **called to order** at 4:30 p.m. by Garski at the Housing Authority Office, 1100 Centerpoint Dr., Suite 201B, Stevens Point, Wisconsin 54481.
- A **roll call** was taken as follows:  
Members Present: Betty Garski  X  Yes   Absent  
Ntxhais Chai Moua   Yes  X  Absent  
Jerry Zurawski  X  Yes   Absent  
Julie Morrow   Yes  X  Absent - Excused  
Christian Budzinski  X  Yes   Absent  
Also Present: Stacy Cieslewicz, Executive Director  X  Yes   Absent
- Garski called for **corrections to the minutes** of 2-14-19. Corrections made? No  
Motion by Budzinski, second by Zurawski to approve the minutes as presented.  
A vote revealed 3 ayes and 0 nays, and 1-Absent-Moua 1-Excused-Morrow. Motion carried? **Yes**

**4. Correspondence** – Cieslewicz informed Board that the Secretary of United States Department of Agriculture has offered our agency the Conditional Commitment for the participation in the Rural Development’s Multi-Family Housing Preservation and Revitalization Restructuring Program (MPR).

**5. Director’s Update:**

**Project’s Occupancy Report**

Project I - 0 -1 Bedroom & 0 - 2 Bedrooms Vacancies at Tomorrow River Villa in Amherst  
0 -1 Bedroom & 0 -2 Bedrooms Vacancies at Rustic Manor in Rosholt

Project II - 0 -1 Bedroom Vacancies at Hillside Manor in Amherst  
5 -1 Bedroom Vacancies at Sunset Manor in Almond  
0 -1 Bedroom Vacancies at Milladore Manor in Milladore – **First Time Ever Full**

Project III - 1 -2 Bedrooms & 1 -3 Bedrooms Vacancies at Parkview in Amherst  
1 -2 Bedrooms & 1 -3 Bedrooms Vacancies at Northview in Junction City  
2 -2 Bedrooms & 0 -3 Bedrooms Vacancies at Eastview in Rosholt

**Section 8 Voucher’s Occupancy Report**

We have 206 households on lease and 13 vouchers issued for March 2019 .

A review was made of the **Account Balances** as of 3-21-19 and the **Income & Expense Report** for the end of: - Jan and Feb Not Available-Year-End just completed. Comment made? No

**Properties** –

Cieslewicz indicated that Maintenance Staff has been working long hours to address the snow melting/icing. Work Orders continue to be addressed. There are numerous Milladore Manor Residents that are not respectful of other residents and sometimes staff – numerous letters have gone out and some issues have been resolved.

**6. Review of Housing Authority Disbursements:**

**Housing Authority Disbursement Schedules** are not available at this time –year-end just completed – Just note that all Disbursements are co-signed by a Bonded-Board Member.  
No Motion needed at this time.

**Public Address** was read: Public in attendance? No

**7. Discussion/Possible Action - Performance Standards Borrower Self-Certification – Rural Development – Resolution 19-01**

Cieslewicz presented the Resolution 19-01 for 2018 Year End Requirement by Rural Development. Board reviewed Resolution 19-01.

Motion by Budzinski, second by Zurawski to approve Resolution 19-01

A vote revealed \_3\_ ayes and \_0\_ nays, and 1-Absent-Moua 1-Excused-Morrow. Motion carried? **Yes**

**8. Discussion/Possible Action - Disposal of HAPC owned Snow Blowers/Accessories – Resolution 19-02**

Cieslewicz indicated that HAPC owned Snow Blowers/Accessories are over 20 years old and are in need of disposal and or should be made available for “AS IS” sale. Board review Resolution 19-02.

Motion by Budzinski, second by Zurawski to approve Resolution 19-02.

A vote revealed \_3\_ ayes and \_0\_ nays, and 1-Absent-Moua 1-Excused-Morrow. Motion carried? **Yes**

**Next Meeting Date:**

Motion by Zurawski, second by Budzinski to approve meeting on April 11, 2019 at 4:30 p.m. at the Housing Authority Office at 1100 Centerpoint Dr., Suite 201B, Stevens Point, WI.

A vote revealed \_3\_ ayes and \_0\_ nays, and 1-Absent-Moua 1-Excused-Morrow. Motion carried? **Yes**

Garski asked for any objection to adjournment

Motion by Zurawski, second by Budzinski to **adjourn** the meeting at 5:00 p.m.

A vote revealed \_3\_ ayes and \_0\_ nays, and 1-Absent-Moua 1-Excused-Morrow. Motion carried? **Yes**

Respectfully Submitted,