

LAFAYETTE COUNTY HOUSING AUTHORITY/RHD MONTHLY MEETING

October 27, 2015

Chairperson Boyle called the Lafayette County Housing Authority monthly meeting to order at the Lafayette County Courthouse in Darlington, WI at 8:35 am.

Present: Commissioners: Bob Boyle, Owen Demo, Connie Hull and Donna Whyte

Commissioners: Absent: Ellen Phillips

Executive Director: Douglas O'Brien

Chairperson Boyle asked if the meeting was properly posted. O'Brien verified that the Agenda had been posted in the Court House, at the Municipal Building, and at the Johnson Public Library.

MOTION: Demo moved to approve the agenda. Whyte seconded the motion. Motion carried

Chairperson Boyle asked if there were any corrections or additions to the minutes of the September 29, 2015 meeting. None were made.

MOTION: Whyte moved to approve minutes of the September 29, 2015 meeting. Demo seconded the motion. Motion carried.

September Financial Statements were reviewed.

MOTION: Whyte moved to approve the financial statements as presented. Hull seconded the motion. Motion carried.

Public Input

No public input was made.

Motion to enter into Closed Session Pursuant of Wis. Stats. 1985(1)(c) to review evaluation of the Administrative Assistant.

MOTION: Demo moved to go to Closed Session. Whyte seconded the motion. Roll call vote all Aye.

MOTION: Whyte moved to resume open session. Demo seconded the motion. Roll call vote all Aye.

Discussion/ Possible Action on the closed session.

The Board gave a positive one year evaluation of the Administrative Assistant as well as an increase in pay of \$1.00 an hour as of October 25, 2015.



Vacancy Report

Argyle:	2	Darlington:	1
Belmont:	1	Shullsburg:	0
Benton:	2	South Wayne:	3
Blanchardville:	0	Section 8 Existing:	17

Building Issues/Projects

- a. Snow removal Bids- O'Brien Advertised for snow removal bids in the Republican Journal for the winter and will select the best fit for the Housing Authority. He will choose from the bids that were received for each building.
- b. OUTSIDE SMOKING AREAS FOR BUILDINGS- Blanchardville outside smoking area will be outside of the Community Room. A picnic table will be bought for that area.

Directors Report

- a. Unpaid Rent- O'Brien updated the Board on the continuing efforts to get unpaid rents down by tenants. The process is going well and the situation is getting much better.
- b. TENMAST UPDATE- Housing Authority is waiting on the Tenmast Finance Department to get in contact to set up the financial side. Waiting to set up a time for Tenmast to travel to office and set up financial side. O'Brien will develop a plan to continue his online training and update the board monthly.
- c. Vacancy issues at South Wayne with 3 current vacancies and more expected. O'Brien will look to advertise in the Monroe times as well as the Pecatonica Valley Leader.
- d. Drive-In Roof- Drive-In is leaking and is need to be replaced. The roof will be patched and the Director will begin to look for ways to replace it.

Tenant Issues

None

Future Agenda Item(s):

South Wayne Building- Discussion/Possible Action on future of South Wayne Building.

Possible Closed Session

Drive-In Roof

Rural Development Letter

Deb Villa Meeting Attendance

Tenmast

Closed Session for Executive Director evaluation.

Next Meeting Date and Time:

November 24, 2015 at 8:30am at Darlington Courthouse.

Adjourn Meeting:

MOTION: Demo moved to adjourn the meeting. Whyte seconded the motion.
Motion carried.

Respectfully submitted,
Douglas J. O'Brien
Lafayette County Housing Authority

RJB