

PLATTEVILLE HOUSING AUTHORITY BOARD MEETING
Held October 26, 2021, in the Common Council Chambers

The regular board meeting of the Platteville Housing Authority Board was held on October 26, 2021, at 3:30 p.m. in the Common Council Chambers of City Hall. Let the records show that the meeting agenda was properly posted according to the Open Meeting Law. A quorum was met. Joyce Bos, Board Chair, called the meeting to order.

Members Present: Ken Kilian, Joyce Bos, James Wages & Melissa Duve

Members Absent: Dr. Joanne Wilson

Others Present: Jen Weber & Adam Reuchel

APPROVAL OF PREVIOUS MINUTES

Motion by Duve and second by Wages to approve the September 2021 board minutes with corrections. Motion Carried.

CLIENT UPDATE

The Board reviewed the waiting list and voucher lists. There are currently 79 families on the waiting list. The month of October 2021 included 9 applications, 4 vouchers were issued, 5 placements, 2 end of participations and a total of 89 current program participants. Motion by Wages and second by Duve to approve the client update. Motion Carried.

APPROVAL OF VOUCHERS AND OPERATIONAL EXPENSES

Landlord and operational expense checks were reviewed. Motion by Wages and second by Kilian to approve operational checks 4893-4901 and 4902-4948. Motion Carried.

OLD BUSINESS

Discussion was held over funding needs from the City of Platteville. Kilian communicated that the common council believes the security deposit assistance would be paid back to the fund on a repayment basis. Reuchel recommended Weber and the board attend a future common council board meeting to clarify our intended process for the funding. Weber will attend a December council meeting to discuss this further. The need for a board member to train to become a backup to the Director in the event of an unforeseen absence was discussed. Kilian believed this to mean someone would need to work in Weber's place during regular absences. Weber clarified the backup to the Director would need to submit a few HUD reports if Weber has to be unexpectedly absent for an extended period of time. Duve is willing to train to be backup to the Director. Training will begin in the spring when Duve and Weber have an opportunity to begin. Weber's participation in the WI Retirement system was discussed. The 2021 deadline for enrollment is in November and Weber is unable to get the process completed within that timeframe. Weber and the board will revisit enrollment in 2022.

NEW BUSINESS

Weber's 2022 employment contract was discussed. Bos scheduled a December meeting with the board to discuss Weber's performance and 2022 contract. Action will be taken at the December board meeting. Motion by Wages and second by Duve to adjourn the meeting. Motion Carried.

Respectfully submitted by Jen Weber.