

Minutes of the Regular Meeting of the River Falls Housing Authority March 09, 2022, Chair Todd Bierstadt called the meeting to order at 6:30.

Present: Todd Bjerstedt, Matt Fitzgerald, Jacqueline Niccum, Jacob Proue, Jason Stroud

Absent: None

Also Present: Peggy Chukel-Interim Director

Tenant Comments: No tenants were present

ACTION ITEMS

1. Review and Approve Minutes of Jan Meeting: M/S/C-MF/JN
2. Review and Approve Payment of Bills: M/S/C-JN/JP
3. Review and Approve Budget Report: M/S/C-JS/MF
4. Review and Approve Revised Van Policy Resolution #570:
 - a) Change “employees” to “Authorized Individuals”
 - b) Change “12” mile radius to “25”

REPORTS

Vacancy and Re-rental Report: PC Noted B107 will be rented as of 04/01/22 & explained reasons for 3 March Move-outs.

DISCUSSION ITEMS

Executive Director Appointment: JS recapped the issues prohibiting the City & RFHA from forming a “hybrid CDA”. He (& TB) stated that while there is much interest (on both sides) in pursuing a collaborative opportunity, the City is not in a situation to pursue such options at this time and has decided to revisit the possibility in 2 to 3 years. PC noted that, as any process involving the conversion of an H.A. is time consuming & expensive, when the City is ready to consider such options, there are 2 local examples they could use for guidance: One H.A. who attempted a conversion & failed vs another that succeeded. In the interim, the Board must hire/appoint a permanent Executive Director. TB will meet with PC before the next Board meeting and the Board will hold a closed session at the next meeting to make a final decision.

JS asked PC to provide current staff salaries and payroll budget. PC reminded the board that the new budget year begins on 07/01/22, and new budgets must be submitted by mid-April. PC will work as much as possible into next year’s budget for a competitive E.D. wage, but the Board must keep funding constrains in mind when building the job description.

OTHER:

PC noted that despite continued advertising, RFHA has not found another maintenance tech. A possible “partial” solution is to contract out some of the UTA (unit turn over). Serv-Pro specializes in clean out & clean up, and may be an affordable alternative, if they can work with our schedule.

JS stated that the City is still willing and able to assist with accounting functions, and that there are 1 or 2 City staff members that specialize in grant applications. PC stated that RFHA would definitely appreciate any time City staff could spare in regards to pursuing grants. PC also noted that a permanent part time payables clerk would be helpful in the segregation of duties.

ADJOURN: 8:12

Respectfully submitted by P L Chukel, recording secretary