

**MINUTES OF THE MONTHLY MEETING
HOUSING AUTHORITY OF THE CITY OF WISCONSIN RAPIDS**

The Housing Authority of the City of Wisconsin Rapids held its regular monthly meeting at 1:30 p.m. on Thursday, December 31, 2020 in the community room of the Huntington House Apartments, 2521 10th Street South, Wisconsin Rapids, WI 54494. Commissioner Grode called the meeting to order at 1:34 p.m.

1. ROLL CALL:

Present: Jo Ann Grode, Cheryl Reith- Kincaid, Jean Helmer, David Henke, Evan Smith and Mary Vang

Also Present: Carol Voss, Sandra Crook, and Jolina Janus

2. MINUTES REVIEWED:

- A. Commissioners reviewed minutes from the December 31, 2020 meeting. Commissioner Helmer moved to approve the minutes of the December 31, 2020 meeting, seconded by Commissioner Smith. All aye votes.

3. COMMUNICATIONS:

- A. Letter from the City Community Development department regarding public hearing for dog training permit adjacent to Tenth Avenue apartments: Commissioners reviewed the letter from the City regarding the dog training center near Tenth Avenue.

4. CONSIDERATION OF BILLS

- A. Approve November 2020 financial statements from fee accountant: Commissioners reviewed the November 2020 financial statements. Commissioner Reith-Kincaid moved to approve the November 2020 financial statements, seconded by Commissioner Helmer. All aye votes.
- B. Approve November 2020 bills (Quickbooks register and purchasing card transaction detail): Commissioners reviewed the November 2020 bills. Commissioner Smith moved to approve the November 2020 bills, seconded by Commissioner Henke. All aye votes.

5. EXECUTIVE DIRECTOR'S REPORT

- A. HUD Notice PIH 2020-33(HA), REV-2 COVID-19 statutory and regulatory waivers and alternative requirements extension: Mary reported that the most recent revision to the program waivers for Public Housing and Section 8 have been extended through 6/30/2021. These waivers were established in the earlier stages of the COVID-19 pandemic as part of the CARES Act. The purpose of the statutory and regulatory waivers is to provide flexibilities/alternatives for housing authorities operating public housing and section 8 programs to continue operating and providing services. The housing authority has implemented several of the waivers, which have been posted on the housing authority webpage.
- B. US Bank purchase card rebate: Mary advised commissioners that the housing authority received rebates through the US Bank purchasing card program in the amount of \$342.8.
- C. Workers Compensation final premium audit refund and premium change: Mary reported that the housing authority received a workers compensation premium refund in the amount of \$704, which was based on the prior year's coverage period. As a result of the most recent workers compensation audit completed in October 2020, the premium for the prior year and current year coverage periods increased as a result of an increase in payroll wages. The housing authority's final premium audit billing was adjusted to reflect the appropriate premium increase.

6. RESOLUTIONS:

- A. 2020-22 S8 Utility Allowance: Commissioners reviewed Resolution 2020-22 S8 utility allowance. Commissioner Reith-Kincaid moved to approve Resolution 2020-22 S8 Utility Allowance, seconded by Commissioner Helmer. All aye votes.
- B. 2020-23 Public Housing Write Off Accounts: Commissioners reviewed Resolution 2020-23 public housing write off accounts. Commissioner Smith moved to approve Resolution 2020-23 public housing write off accounts, seconded by Commissioner Helmer. All aye votes.
- C. 2020-24 Housing Choice Voucher Write Off Accounts: Commissioners reviewed Resolution 2020-24 housing choice voucher write off accounts. Commissioner Helmer moved to approve Resolution 2020-24 housing choice voucher write off accounts, seconded by Commissioner Smith. All aye votes.

- 7. PUBLIC INPUT:** There was no public input.

8. **NEXT MEETING:** The next monthly meeting is scheduled for 1:30 p.m. on Wednesday January 27, 2021 in the community room of the Huntington House Apartments.
9. **ADJOURNMENT:** Commissioner Smith moved to adjourn the meeting at 2:10 p.m., seconded by Commissioner Henke. All aye votes.

Submitted for approval by:

Approved by:

Mary Vang
Executive Director

Jo Ann Grode
Chair

Date: _____

Date: _____