

MINUTES OF MEETING – TOMAH PUBLIC HOUSING AUTHORITY

A Tomah Public Housing Authority meeting was held on the 10th of January 2024 at 4:15 P.M. at the Kupper-Ratsch Senior Center, 1002 Superior Ave., Tomah, WI 54660.

Members present: Rick Murray, Brian Forsythe, Richard Yarrington, Sandra Vierck

Non-member(s) present: Lamont Kiefer, Carrie Nilssen

Meeting called to order at 4:18 p.m. by Chairman Rick Murray at the Kupper-Ratsch Senior Center. Roll call taken.

Richard Yarrington moved seconded by Sandra Vierck that the minutes of the November 8, 2023, meeting be approved. All Ayes motion to approve carried.

Discussion/Updates Provided:

- Discussion was held about the Auditors and their 2023 charge. It was recommended to contact the Auditors about their rates and timeline for 2024.
- It was recommended that the Director inquire about the Obligations and Expenditures Capital Money for the Lakeside Property

Discussion/Action – 2024 Memorandum of Understanding:

Discussion was held on the territory expansion of HUD-VASH clients to include all of Monroe County vs. just the City of Tomah. Richard Yarrington made a motion to approve, seconded by Brian Forsythe. All Ayes, motion to approve carried.

Discussion/Action – Lakeside Apartment Flooring

Discussion was held on the type of flooring to install within the Lakeside Apartment #12 – carpet or Luxury Vinyl Plank. Brian Forsythe made a motion to install carpet throughout the apartment bedrooms and hallway and to continue with vinyl in the handicap areas, seconded by Sandra Vierck. All Ayes, motion to approve carried.

Discussion/Action – Certificates of Deposit

Discussion was held on creating 3 more Certificates of Deposit in \$20,000 increments over the course of the next three months. Brian Forsythe made a motion to create another three Certificate of Deposits, in \$20,000 increments over the next three months for a total of \$60,000. Seconded by Sandra Vierck. All Ayes, motion to approve carried.

Discussion/Action - Accounts Payable Reconciliation Detail and Summary

Sandra Vierck made a motion to approve the November and December Accounts Payable Reconciliation Reports as presented, seconded by Brian Forsythe. All Ayes, motion to approve carried.

Discussion/Action – Fee Accountant Reports

Discussion was held on the October and November 2023 Fee Accountant Reports. Brian Forsythe made a motion to approve, seconded by Richard Yarrington. All Ayes, motion to approve carried.

Discussion/Action – Bank Statements

The December 2023 bank statements were reviewed. Richard Yarrington made a moved to approve seconded by Sandra Vierck. All Ayes, motion to approve carried.

There being no additional business for the Tomah Public Housing Authority Sandra Vierck moved seconded by Brian Forsythe to adjourn meeting at 5:43 pm.

Submitted by: Carrie Nilssen