

MINUTES OF MEETING – TOMAH PUBLIC HOUSING AUTHORITY

A Tomah Public Housing Authority meeting was held on the 11th of December 2024 at 4:15 P.M. at the Kupper-Ratsch Senior Center, 1002 Superior Ave., Tomah, WI 54660.

Members present: Richard Yarrington, Rick Murray, Max Brohaugh and Sandra Vierck

Non-member(s) present: Carrie Nilssen

Meeting called to order at 4:23 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 October 9, 2024, meeting be approved. All Ayes motion to approve carried.

Discussion/Updates Provided:

- An update was provided on the rehab of Lakeside apt. #10 which has been completed. The apartment has been rented.
- John Shuck Plumbing was hired to replace the current 3" water meter with a 1 1/2" water meter and fix the leak in the maintenance room at the Tomah Manor.
- A reference sheet was provided on the current bank accounts. Money cannot be moved from Public Housing to HCV and vice versa.
- A spreadsheet on flooring improvements was provided. A total of 13 apartments have been upgraded with new flooring.
- Matt Miner has been hired as the Maintenance Technician. He will start on 01/02/2025.
- Discussion was held on a foreclosed property at 309 McLean Ave. This is a 1 bedroom, 1 bath property with a large garage. The current asking price is \$109,900.
- The tenant has moved her belongings out of the bedroom and living room of apartment 101, so that we can repair the wall and find the leak. Interestingly, the carpet has dried out and the wall doesn't feel as wet as before. The hole that was dug outside is still dry too, so more work needs to be done to find the leak.
- The 2024 insurance appraisal results were discussed, and the policy increases that will occur for the 2024 – 2025 coverage year.
- An estimate was received by Sparks Auto Body to repair the body of the Maintenance Truck. The truck is a 2008 Chevy with 64,500 miles. The estimate was \$10,522.12, which the Board felt was too high. A suggestion was presented to look for a used Fastenal truck or shop used trucks on GOVDEALS.com

Discussion/Action – Increase Late Charges and NSF

Sandra Vierck made a motion, seconded by Richard Yarrington to increase the Late Charges to \$50 and the Non-sufficient Funds to \$50. All Ayes, motion to approve carried.

Discussion/Action – Fee Accountant Monthly Reports

Richard Yarrington made a motion, seconded by Sandra Vierck to approve the October and November 2024 Fee Accountant Reports as presented. All Ayes, motion to approve carried.

Accounts Payable Reconciliation Detail and Summary

Richard Yarrington made a motion to approve the October and November 2024 Accounts Payable Reconciliation Reports as presented, seconded by Sandra Vierck. All Ayes, motion to approve carried.

Discussion/Action – Bank Statements

The October and November 2024 bank statements were reviewed. Sandra Vierck made a motion to approve seconded by Max Brohaugh. All Ayes, motion to approve carried.

There being no additional business for the Tomah Public Housing Authority Richard Yarrington moved seconded by Sandra Vierck to adjourn the meeting at 5:32 pm.

Submitted by: Carrie Nilssen