

**PUBLIC MEETING MINUTES  
CHIPPEWA COUNTY HOUSING AUTHORITY  
MONDAY, JANUARY 27, 2024 AT 3:30 P.M.  
ROOM 16 OF THE CHIPPEWA COUNTY COURTHOUSE**

**CALL MEETING TO ORDER:** Martell called the meeting to order at 3:30 p.m.

**MEMBERS PRESENT:** Jankoski, Davis, Martell, Guthman, Danielson

**OTHER ATTENDEES:** Mudgett

**MEMBERS ABSENT:**

**CONSENT AGENDA:** Jankoski and Danielson made motion to approve the meeting agenda, and minutes from the December 9, 2024 meeting as printed, and scheduled the next meeting for February 24, 2025. Motion carried with all present voting aye.

**DIRECTOR'S REPORTS:**

1. **Update on 738 Maple St Chippewa Falls:** Rick has some painting and cleaning to do. There was discussion on how to proceed if an employee was income qualified and interested in purchasing this property. After board discussion, a plan was discussed to bring to the next meeting as an agenda item.
2. **Update on 334 E 2<sup>nd</sup> Ave Stanley:** Rick and Joel are installing kitchen countertops this week then this property is ready to be listed for sale.
3. **Update on 17 W Birch St, Chippewa Falls:** Rick has not been able to work there. No updates.
4. **Hope Village Updates:** County has approved the full \$2,628,217.00 addition to be added to the current CDBG regional grant. Next meeting for special use permit, public comments will be February 4, 2025, and Jessica Mudgett will attend. Closing set for March and LTE will start employment on 3/3/2025.
5. **Section 8 Termination/Informal Hearing:** The current case is set to go to court on February 28, 2025.
6. **Audit for 03/31/24 –** Audit is complete. Board members were all given a copy of the audit to be discussed and approved at the next meeting.
7. **Bluff View Circle Lot:** Discussed the struggles with affordability, the board agreed it makes sense to sell it.

**BUSINESS ITEMS:**

1. **Approval of the Financial Reports November 2024:** Jankoski and Davis made a motion to approve the financial reports for November 2024 as printed. Motion carried with all present voting aye.
2. **Approval of the Financial Reports for December 2024:** Guthman and Danielson made a motion to approve financial reports for December 2024 as printed. Motion carried with all present voting aye.
3. **Resolution 2025-1: To Approve Audit Contract for 03/31/25, 03/31/26, 03/31/27 FYE:** Guthman and Jankoski made a motion to approve the resolution. Motion carried with all present voting aye.
4. **Resolution 2025-2: to Sell 834 Bluffview Circle Chippewa Falls, WI:** Danielson and Davis made a motion to approve the resolution. Motion carried with all present voting aye.
5. **Discuss and act upon new software for HCV and our properties owned:** Guthman and Danielson made a motion to approve the Yardi software to be purchased in place of PHA Web for HCV and our rentals. Motion carried with all present voting aye.
6. **Discuss and act upon PTO accrual for Executive Director:** Martell and Danielson made a motion to align the Executive Director's PTO accrual at her one anniversary with the closest next step on the chart to current accrual rate and to then continue each year after to go up at her anniversary to the next accrual rate bump on the chart. Motion carried with all present voting aye.
7. **Discuss and act upon Executive Director's appointment to the board for WIBOS COC and covering all meeting expenses to include motel, mileage, meals, and registration quarterly for out of town conferences and meetings:** The board shared they encourage and are supporting local and regional leadership roles for the executive director. There was no motion on this item.

**AGENDA ITEMS FOR FUTURE CONSIDERATION:** Martell called for agenda items for future consideration. There were none.

**ADJOURNMENT:** Danielson and Davis made a motion to adjourn at 4:36p.m. Motion carried with all present voting aye.

Respectfully Submitted,  
Jessica Mudgett  
Executive Director/Secretary to the Commission