

**HOUSING AUTHORITY OF THE CITY OF MERRILL
DBA MERRILL AREA HOUSING AUTHORITY
SECTION 8 HOUSING
BOARD OF COMMISSIONERS
MEETING MINUTES**

Regular Meeting

March 16, 2021

Main Office (7:00 am)

1. **Call to Order:** Chair Jill Laufenberg called the meeting to order at 7:03am
2. **Roll Call:** Chair Jill Laufenberg, Vice Chair Nancy Kwiesielewicz, Kevin Cohrs, Kent Johnson, Jeremy Cordova, Executive Director Lynn Ross, and Tenant Advisor Teresa Baker.

Absent: Assistant Director Jeremy Winningham and Ex-Officio Rick Blake

3. **Public Comment:** None
4. **Approval of Meeting Minutes:** Motion to approve (Cohrs/Johnson). 4 Ayes, Motion carried.
5. **Approval of Financials:** Executive Director Ross briefed by exception. Motion to approve (Kwiesielewicz /Johnson). Roll call 5 Ayes, Motion carried.
6. **Future Projects Subcommittee Update:**
 - a. **Future Housing Projects Subcommittee Members:** Currently no update from the Assistant Director due to being absent. A set of prints for Francis Drive duplexes were included in the meeting packet. Commissioner Cordova accepted the invitation to join Commissioner Johnson and Assistant Director Winningham on subcommittee.
7. **Old/Unfinished Business:**
 - a. **Vacant Commissioner Seat Update:** At the March 9, 2021 Common Council Meeting the Mayor approved the appointment of Jeremy Cordova to the Housing Authority Board of Commissioners. Commissioner Cordova is filling the seat vacated by Linda Murray and will full fil the remainder of the term.
8. **Assistant Director Update:**
 - a. **Maintenance Update:** No update

9. Executive Director Update:

- a. January Occupancy Report:** Jenny Towers February occupancy was at 99% and Park Place and Westgate LLC at 97%.
- b. Buildings:** Buildings appear to be free of any covid cases that we are aware, so it was decided to reopen the libraries only allowing 1 person at a time. The community rooms will continue to remain closed until further notice.

10. Tenant Advisor Updates

- a. Park Place/Stonebridge – Teresa Baker:** Everyone seems to be enjoying the nice weather minus the few snowfalls. The community room at Stonebridge can be used to gain access to the back patio. The opening of the common area will depend on any updates from the Lincoln County Health Department of the CDC.

11. New Business

- a. Closed Session Meeting (Approve Meeting Minutes from 10/20/20)**

12. Next Regular Monthly Meeting: Tuesday, April 20, 2021 7:00am via Zoom Meeting

13. Adjournment: Meeting adjourned at 8:04am (Kwiesielewicz/Cohrs). 5 ayes.