

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

Regular Meeting

May 17, 2022

Main Office (7:00 am)

1. Call to Order: Chair Nancy Kwiesielewicz called the meeting to order at 7:02am.
2. Roll Call: Chair Nancy Kwiesielewicz, Nicole Johnson, Jeff Schneider, Andrew Polzin, Assistant Director Jeremy Winningham, Park Place Tenant Advisor Randy Ellis, Jenny Tower Tenant Advisor Jan Frederickson, Recording Secretary Teri Rick

Absent: Vice Chair Jeremy Cordova, Executive Director Lynn Ross and Ex-Officio Rick Blake
3. Public Comment: None
4. Tenant Advisor Updates:
 - a. Jenny Towers – Jan Fredrickson reported a new chair exercise class has started and is going well.
 - b. Park Place & Westgate LLC – Randy Ellis reported Stockbox program is going well. A movie night has started once a week at Park Place and is going well.
5. Approval of Meeting Minutes: Motion to approve April minutes (J Schneider/A Polzin). 4 Ayes/0 Nays motion carried.
6. Approval of Financials: Assistant Director Winningham briefed by exception. Motion to approve April (J Schneider/N Johnson). Roll call 4 Ayes/0 Nays motion carried.
7. Old/Unfinished Business: None
8. New Business: None
9. Assistant Director Update:
 - a. Bluejay #4 (Mill St Lot): Interior work continues with drywall work to include mudding. The 2021 – 2022 school year will be ending in two weeks. All remaining work to get the house ready for rental will be done by staff and contractors. The move of the house from the high school to the Mill Street lot is scheduled for the early part of July. The plan is to start construction of the 1st duplex on Francis Drive in October 2022 with students building on-site.
 - b. General Maintenance:
 - Lawn care started last week.
 - Maintenance staff doing a great job cleaning and flipping apartments.

Board Approved: June 21, 2022

Motion to Approve: JC/AP

4 Ayes/ 0 Nays

10. Executive Director Update:
 - a. Occupancy Update: Assistant Director Winningham stated the occupancy rate was close to last month. Maintenance staff have apartments flipped as fast as property coordinators have them filled.
 - b. Executive Director Ross looking to be back for June 21st, 2022, meeting.
11. Next Monthly Meeting: Tuesday, June 21, 2022, 7:00am (Zoom/Main Office)
12. Adjournment: Meeting adjourned at 7:32 am (N Johnson/A Polzin). Roll call 4 Ayes/0 Nays.