

**HOUSING AUTHORITY OF MERRILL WISCONSIN
SECTION 8 HOUSING
PARK PLACE & JENNY TOWERS
BOARD OF COMMISSIONERS
MEETING MINUTES**

Regular Meeting @ 7:00am

November 18, 2025

701 E Main St (Main Office)

1. Call to Order: Ian Cohrs called the meeting to order at 7:03am
2. Present: Sue Norenberg, Jeff Schneider, Ian Cohrs, Jim Finucan, Jessica Mudgett, Tom Hayden
3. Approval of the Agenda: Norenberg and Finucan made a motion to approve the agenda. Motion carried with all present voting aye.
4. Approval of Minutes: Schneider and Hayden made a motion to approve minutes from the November 18, 2025 meeting. Motion carried with all present voting aye.
5. Schneider and Finucan made a motion to accept the appointment of Tom Hayden to the Housing Authority of Merrill Board of Commissioners. Motion carried with all present voting aye.
6. Schneider and Finucan made a motion to approve updates as presented to the Tenant Fee Schedule. Motion carried with all present voting aye.
7. Mudgett updated the board on making the change in accounting services and working through going back and updating bank records back to September.
8. The Executive Director presented Vacancy/Occupancy Updates
9. Director Updates: Mudgett updated the board on staffing, we are now down one maintenance staff and one administrative staff member. The board felt an ad in the paper for maintenance would be a good idea. Mudgett updated the board on what she found for the investment pool options and what we are currently receiving for interest, the board felt it was good to leave funds where they are. Mudgett updated the board on the possible future project.
10. Finucan and Schneider made a motion to have a market study done which could then be used for the future project. Motion carried with all present voting aye.
11. Maintenance Updates: Mudgett talked about recent hall carpet replacement on the 4th floor at Jenny Towers.
12. Next meeting was scheduled for December 16, 2025.
13. Adjournment: Motion made by Finucan and Schneider to adjourn at 8:01 a.m. Motion carried with all members present voting aye.