

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

Regular Meeting @ 7:00am

December 16, 2025

701 E Main St (Main Office)

1. Call to Order: Ian Cohrs called the meeting to order at 7:01am
2. Present: Sue Norenberg, Jeff Schneider, Ian Cohrs, Jim Finucan, Jessica Mudgett, Tom Hayden, Jeremy Winningham
3. Approval of the Agenda: Norenberg and Hayden 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 Hayden made a motion to convene in closed session pursuant to Wisconsin State Statute 19.85 (1)(c) for purposes of "Considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility." The Commission went into closed session at 7:05am.

Schneider and Hayden made a motion to reconvene to open session. Motion carried with all present voting aye. The Commission returned to open session at 7:15am.
6. Norenberg and Hayden made a motion to give a 3% cost-of-living increase to all staff and to award a bonus to all staff for all hard work in 2025 as well as to increase salary for Mudgett after completion of her 90-day review by the commission. Motion carried with all present voting aye.
7. Mudgett updated the board on the ongoing issues with accounting and working through going back and updating bank records with the hopes of bringing financials up to date in the next few months.
8. The Executive Director presented Vacancy/Occupancy Updates. Occupancy remains over 90%
9. Director Updates: Mudgett updated the board on staffing, we have hired an office assistant who will begin employment on January 5, 2026, we are still down one maintenance staff, the position is posted.
10. Mudgett shared 2026 goals with the commission which included quarterly meetings at all 3 locations, continued training, maintaining strong occupancy and low vacancy rates, rebuilding and stabilizing staff and strengthening financial management and accounting.
11. Maintenance Updates: Winningham gave a maintenance update.
12. There were continued conversations about a possible future project and having the owner of a property for sale attend the next meeting via zoom.
13. Next meeting was scheduled for January 20, 2026.
14. Adjournment: Motion made by Finucan and Hayden to adjourn at 8:11 a.m. Motion carried with all members present voting aye.