

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

Regular Meeting @ 7:00am

August 18, 2026

701 E Main St (Main Office)

1. Call to Order: Ian Cohrs called the meeting to order at 7:00am
2. Present: Sue Norenberg, Ian Cohrs, Jim Finucan, Jeff Schneider, Tom Hayden, Jessica Mudgett, Jeremy Winningham, Charlene Seetan
3. Approval of the Agenda: Hayden and Finucan made a motion to approve the agenda. Motion carried with all present voting aye.
4. Ian opened the floor for members of the public wishing to be heard. Charlene Seetan brought up the recent changes at Jenny Towers requiring all community space doors to be closed including community room, laundry room and library. Charlene stated it is hard for those in wheelchairs to get in these spaces. Jessica stated these are fire doors, and they have to be closed to keep all safe in case of a fire. Jeremy brought up that this is something he can make adjustments to in the future connecting them to the fire alarms that would close the doors if there was a fire, it will just take some time. Charlene was happy to hear that and left the meeting following the conversation.
5. Hayden and Schneider made a motion to approve the minutes of the July 21, 2026, meeting. Motion carried with all present voting aye.
6. Hayden and Schneider made a motion to approve the financials for July. Motion carried with all present voting aye.
7. There was discussion on the new Tenant Selection Plan that was presented to the board for approval. Discussion and clarification on the screening process we will use going forward with the new Tenant Selection Plan. Motion made by Schneider and seconded by Norenberg to approve the Tenant Selection Plan as submitted. Motion carried with all present voting aye.
8. Mudgett updated the board on Spectrum coming to Jenny Towers, it is expected that installation will be complete by the end of October.

9. Mudgett provided the vacancy report
10. Director Updates: Mudgett provided updates on LIHTC training for all admin staff, upcoming Nspire training for Maintenance staff, upcoming MOR and office closing to allow all admin staff to attend conference.
11. Maintenance Updates: carpet replacement on 5th floor at Jenny Towers, upcoming window cleaning at the 3 buildings
12. Hayden and Schneider 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 7:34 a.m.
Motion made by Finucan and seconded by Schneider to go back to open session at 8:15 a.m.
No action was taken.
13. Agenda items for future consideration: Spectrum Updates, PayScale
- 14. Next Meeting scheduled for September 29, 2026.**
15. Adjournment: Motion made by Hayden and Norenberg to adjourn at 8:20 a.m. Motion carried with all members present voting aye.