

# MINUTES OF MEETING – TOMAH PUBLIC HOUSING AUTHORITY

A Tomah Public Housing Authority meeting was held on the 9<sup>th</sup> of October 2024 at 4:15 P.M. at the Kupper-Ratsch Senior Center, 1002 Superior Ave., Tomah, WI 54660.

Members present: Richard Yarrington, Rick Murray, Brian Forsythe, Max Brohaugh and Sandra Vierck

Non-member(s) present: Carrie Nilssen

Notice of Public Hearing to Residents of the City of Tomah present: none

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Meeting called to order at 4:16 p.m. by Chairman Rick Murray at the Kupper-Ratsch Senior Center. Roll call taken.

Sandra Vierck moved seconded by Brian Forsythe that the minutes of the September 11, 2024, meeting be approved. All Ayes motion to approve carried.

## **Discussion/Updates Provided:**

- The fourth treatment of bedbugs was completed within apt. 206. The technician noted the excess clutter making treatment difficult. Both heat and spray treatment were completed. The tenant was given the mattress and box spring encasements to put on herself. Once we receive the invoice from Wil-Kil, a bill will be generated to the tenant to pay all charges associated with the fourth treatment.
- The new LED flat panel lights were installed on the first floor in the Manor, and they look wonderful. She has received many compliments from the tenants. The new stairwell bulbs have helped to light up the steps too.
- New LVP flooring has been installed in apartment 306.
- New LVP flooring is being installed in apartment 102.
- Apt. 214 will have new LVP flooring installed the week of October 14.
- Upgrading the TPHAs maintenance truck was discussed. The Director will report back at the November Meeting the number of miles on the truck and an estimate to fix the body.
- The green electric heaters at the Manor were discussed. Max found one heater heating, but the fan was not working, so he was wondering if they should be disconnected.
- A question on HCV Administrative Fees was presented by Richard. The Director will find out more about the possibility of moving that portion of the money to a higher bearing interest rate account.
- The Director learned from the Fee Accountant that money cannot be moved from account 2061 to account 2281 at CCF Bank. On October 8, 2024, she reversed the prior money transfer that was done on August 1, 2024 - \$50,000 and October 3, 2024 - \$50,000.
- Patrick Devine had a meeting conflict, so was unable to attend.

## **Discussion/Action – Waterman Budget 2025**

Richard Yarrington made a motion, seconded by Max Brohaugh to approve the Waterman Budget 2025. All Ayes, motion to approve carried.

## **Discussion/Action – Maple Grove Budget 2025**

Sandra Vierck made a motion, seconded by Richard Yarrington to approve the Maple Grove Budget 2025. All Ayes, motion to approve carried.

## **Discussion/Action – Section 8 Housing Choice Voucher HUD-VASH Budget 2025**

Brian Forsythe moved, seconded by Max Brohaugh to approve the Section 8 Housing Choice Voucher HUD-VASH Budget 2025. All Ayes, motion to approve carried.

## **Discussion/Action – Lakeside Budget 2025**

Brian Forsythe made a motion, seconded by Richard Yarrington to approve the Lakeside Budget 2025 with the following changes to line 7, increase to \$5,640; line 81, decrease to \$33,000; and line 84, decrease to \$85,000. All Ayes, motion to approve carried.

**Discussion/Action – 2025 Budgets and Resolutions**

Brian Forsythe made a motion, seconded by Max Brohaugh to approve the Tomah Public Housing Authority's 2025 Budgets and corresponding Resolutions - Lakeside Operating Subsidy, Resolution 350, Resolution 351 and Resolution 352. The certificates were signed by the Board Chairperson. All Ayes, motion to approve carried.

**Discussion/Action – Fee Accountant Monthly Reports**

Brian Forsythe made a motion, seconded by Sandra Vierck to approve the August 2024 and September 2024 Fee Accountant Reports as presented. All Ayes, motion to approve carried.

**Accounts Payable Reconciliation Detail and Summary**

Richard Yarrington made a motion to approve the September 2024 Accounts Payable Reconciliation Reports as presented, seconded by Sandra Vierck. All Ayes, motion to approve carried.

**Discussion/Action – Bank Statements**

The September 2024 bank statements were reviewed. Sandra Vierck made a motion to approve seconded by Brian Forsythe. All Ayes, motion to approve carried.

There being no additional business for the Tomah Public Housing Authority Richard Yarrington moved seconded by Brian Forsythe to adjourn the meeting at 5:48 pm.

Submitted by: Carrie Nilssen