

HOUSING AUTHORITY OF THE CITY OF CHILTON
312 Bonk Street
Chilton, WI 53014
Phone: (920) 849-7042 Fax: (920) 849-2226
Website: chilton.govoffice.com

Regular Meeting
August 11, 2021
Minutes

Community Room
Stanton Place

Chairman Barbara Wieting called the regular meeting of the Housing Authority of the City of Chilton to order at 8:13 a.m.

1. Roll Call –Weber and Loose present. Kasper, Pagel absent. Connors present as recording secretary.
2. Minutes – Loose moved to accept the minutes of the regular June 9, 2021 meeting as submitted. Motion seconded by Weber and carried.
3. Audience Participation: None
4. Executive Director's report
 - a. Financial – Balance in checking as of 08/01/21 is: \$58,029.41
CFP: \$11,226.00 (drawn from HUD and placed in Operations account on 8/3/21);
Savings Account: \$2,123.00.
 - b. Status of apartments: Stanton Place: 32 units occupied, Twelve (12) names on the waiting list.
Family - 12 units occupied – Thirteen (13) names on the waiting list.
 - c. Invoices and other transactions are as follows: July invoices in the amount of \$19,159.82 were reviewed and approved. Invoices beginning August 1 to date in the amount of \$22,797.60 also approved. Deposits for July were \$19,699.13; to date for August - \$33,993.92
5. Old Business –
 - a. Operating Subsidy Litigation – the Government requested, and received, another extension of 45 days. Accordingly, the new deadline is September 13.
 - b. The non-profit entity has been established under the name of Chilton Community Properties, LLC.
 - c. Telephone upgrade to Verizon Wireless has been completed. The fire/security line remains a land line with Spectrum.
6. New Business
 - a. May and June financials reviewed.
 - b. Operating Reserve – Connors noted that the operating reserve is dangerously low due to recent, large expenditures, mainly the roofs at Stanton Place and Spring Street duplex. Connors will continue to monitor reserve levels and inform the Board accordingly.
 - c. Maintenance projects/Building updates – expenses will be incurred for a handicap shower repair/remodel at Stanton Place, new water heater at Court St. unit and replacement inoperable television at Stanton Place-Community Room.
 - d. Security system and door access controller upgrade – Connors presented a quote from Five Star Telecom, Inc. and Verkada in the amount of \$35,798.82 which was defined as a complete upgrade of the current system, including re-wiring of the building for indoor and outdoor cameras along with an upgrade to the existing auto door access. The quote was denied due to expense.

Meeting adjourned at 9:17 a.m.

Colleen Connors, Executive Director

Dated: August 16, 2021