

Dodgeville Housing Authority (DHA) Minutes, May 8, 2024

Present at Dodgeville City Hall: Commissioners Terry Edwards, Jeff Thomas, Mary Pipal, Patricia Rock, Tom DeVoss and John Ziehr. Present via Zoom: Representing Allegiant Property Management, Cindy Knutson. Absent: Commissioner Gretta Stilson.

Chairman Edwards called the meeting to order at 10:03 a.m. Tom DeVoss made the motion, Patricia Rock second, to approve the Certification of Public Notice and Agenda. Motion passed unanimously. Terry Edwards presented the minutes from the April meeting. John Ziehr made the motion, Jeff Thomas second, to approve the minutes as presented. Motion passed unanimously. Cindy Knutson presented the financial report for April, 2024. Tom DeVoss made the motion, Patricia Rock second, to accept the financial report as presented. Motion passed unanimously.

Program Updates:

- Cindy Knutson provided the Housing Choice Voucher program update. DHA currently has 59 lease-ups, the same number from the time of last month's review. There are 17 potential clients on the waiting list with five vouchers issued but not yet leased.
- Cindy reported that the most recent PIC Monitoring rating was 101%. All recertifications are in the system and we are in full compliance. Our current status is "High Performing."

The following was reviewed under New Business:

- Chairman Edwards welcomed Mary Pipal as a new commissioner, replacing Jeff Grayson.
- Mary Pipal made the motion, Patricia Rock second that Jeff Thomas replace John Ziehr as Vice-Chairman of the DHA. (John accepted the role of Treasurer at last month's meeting.) Motion passed unanimously.
- The commissioners reviewed the following DHA policies: By-laws, Capitalization Policy, Collateralization Policy, Disposition Policy and Procurement Policy. John Ziehr made the motion, Tom DeVoss second, that the following update be made to the By-Laws: Section one, second sentence will be amended to read as follows: The Authority may require the Chairman, Vice-Chairman and the Secretary/Treasurer to give such bond for the faithful performance of his/her duties as the Authority may determine. (Chairman was added to this sentence.) Motion passed unanimously.

The following was reviewed under Old Business:

- The WRRP Landlord Grant program update was tabled.
- Cindy Knutson confirmed the Administrative Plan service has been purchased from Nan McCay and work has begun on our new plan.

The next meeting of DHA will be held Wednesday, June 19, 2024 at 10:00 a.m. at Dodgeville City Hall, with a Zoom option available. There being no further business, Jeff Thomas made the motion, Mary Pipal second, to adjourn the meeting at 10:34 a.m. Motion passed unanimously.

Respectfully submitted,
Terry Edwards, Acting Secretary