

MEETING OF THE BOARD OF COMMISSIONERS OF THE WATERTOWN HOUSING AUTHORITY

The Commissioners of the Watertown Housing Authority (WHA) met in regular session at 201 N. Water St., Watertown WI on Thursday, March 21, 2024.

- **Call to Order**

The Chairman, J. Braughler called the meeting to order at 4:00 p.m.

Present: J. Braughler, R. Stocks, & J. Bear. Also, present was Secretary T. Kasten.

Absent: J. Walter, M. Malmstrom and R. Stocks at 4:35 pm.

- **Agenda Review**

The Commissioners approved the agenda as presented.

- **Tenant/Citizen Comments**

None

- **Approval of Minutes**

A motion to accept the minutes of the regular meeting held on Thursday, January 18, 2024, was made by R. Stocks and seconded by J. Bear. The motion carried.

- **Approval of Monthly Expenditures and Financial Report**

A motion to accept the payment of bills which included checks (#23073-23122) and ACH debit transactions from 1/14/2024-3/15/2024 totaling \$147,258.17 was made by J. Bear and seconded by R. Stocks. The motion carried. January and February 2024 financials were discussed and will be placed on record, subject to audit.

- **Resolution #24-13-Approval of Amended Significant Amendment**

T. Kasten explained the meaning of the significant amendment to WHA's 5-Year and Annual Plans and it's Capital Fund Program 5-Year Action Plan. After a discussion, a motion to amend the Significant Amendment as presented was made by J. Braughler and seconded by R. Stocks and on a roll call was adopted with the following vote:

	AYES	NAYS	ABSENT
Bear	X		
Braughler	X		
Malmstrom			X
Stocks	X		
Walter			X

The motion carried.

- **Resolution #24-14-Approval of the Amended Tenant Accounts Receivable Collection Policy**

T. Kasten explained the reasoning for the changes and deletions to the policy. After a discussion, a motion to approve the amended Tenant Accounts Receivable Collection Policy as presented was made by J. Bear and seconded by R. Stocks and on a roll call was adopted with the following vote:

	AYES	NAYS	ABSENT
Bear	X		
Braugher	X		
Malmstrom			X
Stocks	X		
Walter			X

The motion carried.

- **Welfare Check Procedure**

T. Kasten reminded the commissioners of the “tag checking” procedure at the Johnson Arms building. As demographics have changed, this procedure is no longer utilized in a beneficial way. As the Johnson Arms building is for independent living, a welfare check will be initiated if there is a need.

At this time, commissioner R. Stocks had to leave resulting in no quorum and the need for an adjournment.

- **Adjournment**

- Being no further regular meeting business to come before the Board, a motion to adjourn the meeting was made by R. Stocks and seconded by J. Bear. The motion carried and the meeting was adjourned at 4:35 pm.

Secretary

Chairperson

(DISCLAIMER: These minutes are uncorrected, and any corrections made to them will be noted in the proceedings at which these minutes are approved.)