

Minutes of the Regular Meeting of the River Falls Housing Authority January 12, 2022, Chair Todd Bierstadt called the meeting to order at 6:17.

Present: Todd Bjerstedt, Matt Fitzgerald, Amy Peterson, Jacob Proue

Absent: Jacqueline Niccum, Nick Carow

Also Present: Peggy Chukel-Interim Director

**6A**

**Tenant Comments:** No tenants were present

#### ACTION ITEMS

1. Approve Minutes of December 08, 2021: M/S/C: MF/AP
2. Review and Approve Payment of Bills and Budget Report: JP/MF
3. Approve One-time Payout of unused vacation for PC: M/S/C AP/JP
4. Review and Approve 2021 Audit: M/S/C: AP/MF

#### REPORTS

1. Vacancy and Re-rental Report: PC explained that other than BW107, a 2 BR unit in the only E/D building with no decks, all units are being turned & re-rented in a very timely manner. Suggestions for attracting more applicants for the 2 BR waiting lists are welcome.

#### DISCUSSION ITEMS

1. Partial vacation pay-out for I.E.D.: PC stated that since she has not been able to find a satisfactory replacement she has been doing 2 full time jobs (E.D. & O.M.) since April & therefore has been unable to use up any vacation time. In consideration of the extra time she has put in without extra pay, the board approved a one-time pay out of hours in excess of 240 on June 30, 2022.
2. The 2021 Audit came in just before the board meeting. The board was able to review the Audit report, and found it acceptable
3. Revision of Vacancy Report: Chukel noted that there is a lot of information on the Vacancy report that is never reviewed. The board agreed to removal of the unnecessary data.

#### OTHER:

Introduction of new board member: Jacob Proue replaces Nick Carow

Jason Stroud will replace Amy Peterson effective 02/09/22