

PUBLIC MEETING NOTICE

**CHIPPEWA COUNTY HOUSING AUTHORITY
MONDAY, DECEMBER 9, 2024 AT 3:30 P.M.
THE MEETING WILL BE HELD IN ROOM 016, CHIPPEWA COUNTY COURTHOUSE
711 N. BRIDGE ST., CHIPPEWA FALLS, WI**

1. Call to Order
2. Roll Call
3. Members of the Public Wishing to be Heard
4. Consent Agenda
(Unless separation of an item is requested, all will be adopted in one motion)
 1. Approve the Agenda
 2. Approval of the Minutes of the Monday, October 28, 2024 Meeting
 3. Schedule next meeting date – January 27, 2024
5. Reports:
 1. Update on 738 Maple St. Chippewa Falls
 2. Update on 334 E 2nd St. Stanley
 3. Update on 17 W Birch St. Chippewa Falls – no changes
 4. Update on Habitat House
 5. Update on Hope Village Conversion Project
 6. Update on Section 8 Termination/Informal Hearing
6. Business Items:
 1. Approval of the Financial Reports for October 2024
 2. Approval to close the office on December 23, 2024
 3. Approval of updates to Section 8 Administrative Plan
 4. Resolution 2024-12 To Approve Recommendations from Carlson Dettmann Consulting based on the market analysis of compensation of staff
 5. Approval to increase pay scale by position effective January 1, 2025
7. Agenda Items for Future Consideration
8. Adjournment

Cc: County Media, County Board Chairman, County Clerk and County Administrator

Persons needing additional accommodations should contact Jessica Mudgett at 715-726-7933.



Equal Opportunity

This Institution is an Equal Opportunity Employer and Housing Provider

**PUBLIC MEETING MINUTES
CHIPPEWA COUNTY HOUSING AUTHORITY
MONDAY, OCTOBER 28, 2024 AT 3:30 P.M.
ROOM 16 OF THE CHIPPEWA COUNTY COURTHOUSE**

CALL MEETING TO ORDER: Jankoski called the meeting to order at 3:35 p.m.

MEMBERS PRESENT: Jankoski, Davis, Martell, Guthman

OTHER ATTENDEES: Mudgett

MEMBERS ABSENT: Danielson

CONSENT AGENDA: Guthman and Davis made motion to approve the meeting agenda, and minutes from the October 28, 2024 meeting as printed, and scheduled the next meeting for January 27, 2024. Motion carried with all present voting aye.

DIRECTOR'S REPORTS:

1. **Update on 738 Maple St Chippewa Falls:** Contractor submitted final payment, inspection done by Joel and to do list sent back to contractor, we will have Rick do some painting and clearing after to do list is completed by contractor.
2. **Update on 334 E 2nd Ave Stanley:** Contractor is done, Rick is working there as he can. We had some staff doing some painting there, Kitchen cabinets will be delivered and installed this month.
3. **Update on 17 W Birch St, Chippewa Falls:** Rick has not been able to work there. No updates.
4. **Update on Habitat House at 834 Bluffview Circle:** Working through final billing, Joel is doing final inspection 12/3/2024. We do have an occupancy permit from the city.
5. **Hope Village Updates:** They have an accepted offer on Indianhead Motel at this time, project total has changed, will go back to the county board for request to increase the amount for this project, closing set for March, will have LTE employee start 03/03/2025.
6. **Section 8 Termination/Informal Hearing:** waiting on judge's decision.

BUSINESS ITEMS:

1. **Approval of the Financial Reports for October 2024:** Guthman and Martell made a motion to approve the financial reports for October 2024 as printed. Motion carried with all present voting aye.
2. **Approval to close the office on December 23, 2024:** Jankoski and Davis made a motion to approve closing the office on December 23, 2024 and allowing staff that wanted to work do so with doors closed but those that wanted to be off do so with taking PTO. Motion carried with all present voting aye.
3. **Approval of updates to the Section 8 Administrative Plan:** Jankoski and Davis made a motion to approve the changes presented by Jessica Mudgett, Executive Director for the Section 8 Admin plan that are necessary and passed down by HUD. Motion carried with all present voting aye.
4. **Resolution 2024-12: To Approve Recommendations from Carlson Dettmann Consulting based on the market analysis of compensation of staff:** Guthman and Davis made a motion to approve the resolution and make the wage study recommended adjustments to staff wages as presented effective January 1, 2025. Motion carried with all present voting aye.
5. **Approval to increase pay scale by position effective January 1, 2025:** Davis and Jankoski made a motion to approve increase in pay scale by position for new hires as well as eliminate 6 month, 18 month and 30 month pay increases going forward and allow only for a yearly pay increase based on the wage study. Motion carried all others present voting aye.

AGENDA ITEMS FOR FUTURE CONSIDERATION: Martell called for agenda items for future consideration. There were none.

ADJOURNMENT: Guthman and Jankoski made a motion to adjourn at 4:25p.m. Motion carried with all present voting aye.

Respectfully Submitted,
Jessica Mudgett
Executive Director/Secretary to the Commission