

**PENNINGTON COUNTY HOUSING AND REDEVELOPMENT COMMISSION
1805 WEST FULTON STREET, SUITE 101, RAPID CITY, SOUTH DAKOTA
JULY 17, 2019**

ROLL CALL

PRESENT: Commissioners Scudder, Nalls, DuBray, Eisenbraun, and Podhradsky.

ABSENT: None

ALSO PRESENT: Doug Wells – Executive Director, Robert Slanina – Controller, Alice Bentley – Resident Advisory Panel Liaison, Sergeant Darren Soucy – Rapid City Police Department, Judy Kascak, Carole Qualm, Sharon Marker, Lois Wuestewald, Hal Littlefield, Brenda Dahlke, and Charlene Doom – Various organizations wishing to discuss PCHRC policy on Energy Assistance Payments.

APPROVAL OF AGENDA

Vice-Chairman Scudder entertained a motion for approval of the agenda. Commissioner Podhradsky so moved; seconded by Commissioner Nalls. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.**

Approval of minutes. Vice-Chairman Scudder entertained a motion for approval of the minutes of the regular Board meeting of June 14, 2019. Commissioner DuBray so moved; seconded by Commissioner Eisenbraun. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.**

Approval of expenditures. Vice-Chairman Scudder asked for, and received, an explanation on a listed expenditure. She entertained a motion for approval of the expenditures. Commissioner Podhradsky so moved; seconded by Commissioner Eisenbraun. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.**

Financial reports. The Board reviewed the financial reports. Controller Slanina noted that the reports reflected the first three months of the fiscal year. He stated that there was nothing unusual in the reports, but there were a few unexpected expenses that would require a budget revision in the coming months.

ITEMS FROM THE RESIDENT ADVISORY PANEL

Vice-Chairman Scudder welcomed Alice Bentley, Resident Advisory Panel liaison. Ms. Bentley reported that seven Panel members attended the last meeting. She stated that Bryan Achbach presided over the meeting in the absence of the Executive Director. She reviewed the items discussed including, tenant picnics, major work items in progress, the potential impact of Ellsworth Air Force expansion on affordable housing, and improvement projects planned for the

near future. She stated that she had been re-elected to serve as liaison to the Board. Vice-Chairman Scudder thanked Ms. Bentley for her report.

DISCUSSION ITEMS

(A) Judy Kascak – Energy Assistance Program – Judy Kascak, of Access Payee Services, addressed the Board concerning the PCHRC policy of not participating in the Energy Assistance Program for tenants who live in PCHRC properties where utilities are included in their rent. She explained that people are eligible for energy assistance even if their heat is paid by their landlord; provided the landlord is willing to participate in the program. She stated that if someone receives energy assistance, they are also eligible for additional SNAP benefits. She stated that she and the others in attendance were requesting that the PCHRC participate in the program. Discussion followed on the energy assistance program, the benefits to those that receive it, and what would be required of the PCHRC to participate in this program. The Executive Director stated that several years ago the PCHRC choose not to participate because in addition to rent, HUD was already subsidizing tenant utilities. The Board instructed the Executive Director to evaluate what it would take from staff to participate in the program and report back to the Board at the next meeting.

(B) Resolution No. 903 – Write-off of Uncollectible Tenant Accounts Receivable – Vice-Chairman Scudder noted that the Board had been provided a list of the individual accounts to be written off. Controller Slanina stated that most of the write-offs were move-out charges. Vice-Chairman Scudder entertained a motion to approve Resolution No. 903. Commissioner Podhradsky so moved; seconded by Commissioner DuBray. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.**

(C) Window Replacement Bids – Hillyo Manor – The Executive Director stated that the low bid was slightly over budget, but funds were available, and the work needed to be done. Vice-Chairman Scudder entertained a motion to approve the low bid of \$46,786.00 from Dakota Concept Construction. Commissioner Eisenbraun so moved; seconded by Commissioner Nalls. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.**

(D) Siding and Window Replacement Bids – Scattered Site Public Housing Units – Vice-Chairman Scudder noted that this project was funded under the Capital Fund Program. She entertained a motion to approve the low bid of \$266,242.57 from Rushmore Construction. Commissioner Podhradsky so moved; seconded by Commissioner Eisenbraun. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.**

(E) Election of Officers – Vice-Chairman Scudder stated that there were three offices to be filled; Chairman, Vice-Chairman/Treasurer, and Secretary. She asked for nominations for the office of Chairman. Commissioner Podhradsky nominated Commissioner Scudder. Vice-Chairman Scudder asked if there were any further nominations. Hearing none, she called for a vote to elect Commissioner Scudder to the office of Chairman. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.** Vice-Chairman Scudder asked for nominations for Vice-Chairman/Treasurer. Commissioner Eisenbraun nominated Commissioner DuBray. Vice-

Chairman Scudder asked if there were any further nominations. Hearing none, she called for a vote to elect Commissioner DuBray to the office of Vice-Chairman. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.** Vice-Chairman Scudder asked for nominations for Secretary. Commissioner Eisenbraun nominated Commissioner Nalls. Vice-Chairman Scudder asked if there were any further nominations. Hearing none, she called for a vote to elect Commissioner Nalls to the office of Secretary. **VOTING AYE; Commissioners Nalls, DuBray, Eisenbraun, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.**

OLD BUSINESS

(A) Future Development and Development of Non-Profit. – Vice-Chairman Scudder stated that she and Commissioner Podhradsky had a discussion with Sioux Falls Housing concerning the formation of a non-profit entity. She asked Commissioner Podhradsky to discuss that meeting. Commissioner Podhradsky summarized the meeting and stated that he saw no reason not to pursue a non-profit entity. He discussed the possible transfer of DDI; a non-profit CHDO, to the PCHRC. He explained that CHDO stood for Community Housing Development Organization, and that CHDO status qualified the entity for set-aside funds under the HOME program. Discussion followed concerning the formation of a non-profit for future development of housing and the possibility of taking over DDI. It was decided to invite Ron Rosenboom, who was involved with DDI, to the next Board meeting to discuss this matter.

NEW BUSINESS

No new business was brought before the Board.

Commissioner Eisenbraun stated that he had another commitment and excused himself from the meeting at 5:08pm.

MONTHLY REPORTS AND INFORMATIONAL ITEMS

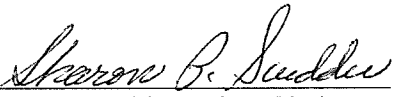
The Board reviewed and discussed the monthly reports.

Vice-Chairman Scudder stated that the National NAHRO Conference was October 10-12 in San Antonio. She stated that Board members interested in attending should let the Executive Director know so he could get them registered. She entertained a motion to approve the Executive Director to attend the Conference. Commissioner Podhradsky so moved; seconded by Commissioner Nalls. **VOTING AYE; Commissioners Nalls, DuBray, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.**

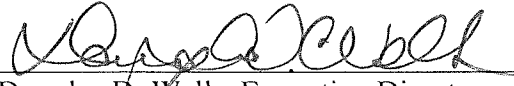
Vice-Chairman Scudder stated that the Executive Director received notice of additional funding for VASH Vouchers. She stated that he had discussed the funding with the VA, but they did not feel that applying for additional funding was warranted.

ADJOURNMENT

With no further action before the Board, Vice-Chairman Scudder entertained a motion for adjournment. Commissioner DuBray so moved; seconded by Commissioner Podhradsky. **VOTING AYE; Commissioners Nalls, DuBray, Podhradsky, and Scudder. VOTING NAY; None. MOTION CARRIED.** The meeting adjourned at 5:25 PM.


Sharon Scudder, Vice-Chairman

(SEAL)
ATTEST


Douglas D. Wells, Executive Director