

**PENNINGTON COUNTY HOUSING AND REDEVELOPMENT COMMISSION
1805 WEST FULTON STREET, SUITE 101, RAPID CITY, SOUTH DAKOTA
JULY 20, 2022**

ROLL CALL

PRESENT: Commissioners Hadcock, Halbert, Eisenbraun, and Rossknecht

ABSENT: Commissioner Little Bear

ALSO PRESENT: Bryan Achbach – Executive Director, Rebecca Eisenbraun – Deputy Executive Director, Robert Slanina – Controller, Troy Fenenga – I.T., and Jonathon Hinton – Construction/Modernization Coordinator

* Participated via GoToMeeting conference call.

APPROVAL OF AGENDA

After Chairman Hadcock entertained a motion for approval of the agenda, Commissioner Eisenbraun advised that he needed to leave the meeting by 4:50 p.m. and would like the Election of Officers moved up in the meeting so that he could participate. Chairman Hadcock offered to move the Election of Officers to Agenda Item 3a. and entertained a motion for approval of the agenda; Commissioner Rossknecht so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Eisenbraun, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

APPROVAL OF MINUTES

Chairman Hadcock entertained a motion for approval of the minutes of the regular Board meeting of June 15, 2022. Commissioner Halbert so moved; seconded by Commissioner Rossknecht. **VOTING AYE; Commissioners Hadcock, Halbert, Eisenbraun, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

DISCUSSION ITEM

Election of Officers – Commissioner Eisenbraun made a motion for Commissioner Hadcock to serve in the capacity of Chairman of the Board; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Eisenbraun, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

Commissioner Eisenbraun made a motion for Commissioner Little Bear to serve in the capacity of Vice-Chairman of the Board; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Eisenbraun, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

Commissioner Halbert made a motion for Commission Halbert to serve in the capacity of Secretary of the Board; seconded by Commissioner Hadcock. **VOTING AYE; Commissioners Hadcock, Halbert, Eisenbraun, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

ITEMS FROM THE PUBLIC

No items from the public

APPROVAL OF EXPENDITURES

Following an opportunity for Board members to inquire about expenditures on the list, Chairman Hadcock entertained a motion for approval of the expenditures; Commissioner Halbert so moved; seconded by Commissioner Eisenbraun. **VOTING AYE; Commissioners Hadcock, Halbert, Eisenbraun, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

REVIEW OF FINANCIAL AND INVESTMENT REPORTS

The Board reviewed the financial reports for all projects and programs. Robert Slanina advised Board members that significant investments were made to catch rising interest rates. He further stated that an additional reason for making the investments was to keep the housing authority under the collateralization limits at the bank. He advised Board members that the investments made were short-term in duration.

MONTHLY REPORTS AND INFORMATIONAL ITEMS

The Board reviewed and discussed the monthly reports.

The Executive Director advised Board members that he has received back from HUD the SEMAP score for Section 8. The program received full points for all categories except Housing Quality Standard (HQS) which received zero points. The Executive Director explained that it was his evaluation that this was due to pent up demand of inspections (from COVID), a new inspector, and a lack of supervision. He advised that there is now a process in place along with training to rectify the issues with HQS.

The Executive Director advised he had received a letter from Midco's legal counsel that the ongoing bulk cable TV arrangement the housing authority has with residents using the cable TV is in violation of federal regulation. He further explained to the Board the arrangement in place and advised that this has been a way for the housing authority to help save residents money on their cable TV for 30 years.

The Executive Director gave an update on the (70) unit development.

The Executive Director advised that the appraisal for the vacant lots is due on August 15, 2022. He stated that he will bring this to the Board for their review and action at the August Board meeting.

The Executive Director advised that staff was dealing with a new problem relating to the elevator at Memorial Park Apartments. He stated that staff had been advised by elevator technicians that the elevator had reached an age where parts were now difficult to procure, and that the recommendation was that the elevator needed modernization work. He further advised that the property had the funds to carry out the work, but the problem was that the elevator would be out of service for a minimum of four weeks. Board members engaged with the Executive Director on this problem and all are in agreement that every solution will be considered.

DISCUSSION ITEMS

(A) Drug Elimination and Crime Prevention Program Contract – The Executive Director advised that he was recommending that the Board approve the contract for \$65,000.00 between the housing authority and the Rapid City Police Department commencing August 1, 2022. Chairman Hadcock entertained a motion to approve the Drug Elimination and Crime Prevention Program Contract. Commissioner Rossknecht so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

(B) Resolution No. 933 – Write-off of Uncollectible Tenant Accounts Receivable – The Executive Director stated that it was the process to bring to the Board once a quarter those accounts deemed uncollectible to better reflect a more accurate balance of the housing authority's accounts receivable. Chairman Hadcock entertained a motion to approve Resolution No. 933 – Write-off of Uncollectible Tenant Accounts Receivable. Commissioner Rossknecht so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, and Rossknecht. VOTING NAY; None. RESOLUTION PASSED.**

(C) Approve award of bid for Maintenance Vehicles – The Executive Director advised that the Board award the bid for purchase of two maintenance vehicles to the low bidder of Nelson Auto Center, Inc. Chairman Hadcock entertained a motion to approve award of bid for maintenance vehicles to Nelson Auto Center, Inc. Commissioner Rossknecht so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

OLD BUSINESS

No Old Business.


NEW BUSINESS

No New Business.

ADJOURNMENT

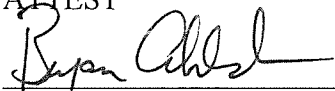
With no further action before the Board, Chairman Hadcock entertained a motion for adjournment. Commissioner Halbert so moved; seconded by Commissioner Rossknecht.

VOTING AYE; Commissioners Hadcock, Halbert, and Rossknecht. VOTING NAY; None.
MOTION CARRIED. The meeting adjourned at 5:35 PM.



Deb Hadcock, Chairman

(SEAL)
ATTEST



Bryan Achbach, Executive Director