

**PENNINGTON COUNTY HOUSING AND REDEVELOPMENT COMMISSION
1805 WEST FULTON STREET, SUITE 101, RAPID CITY, SOUTH DAKOTA
OCTOBER 18, 2023**

ROLL CALL

PRESENT: Commissioners Hadcock, Halbert, Jones, Little Bear*, and Rossknecht

ABSENT: None

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

* Participated via GoToMeeting conference call.

APPROVAL OF AGENDA

Chairman Hadcock entertained a motion to modify and approve the agenda, moving the presentation of Fiscal Year End March 31, 2023, to immediately following items from the public; Commissioner Rossknecht so moved; seconded by Commissioner Jones. **VOTING AYE by voice vote; Commissioners Hadcock, Halbert, Jones, Little Bear, 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 September 20, 2023. Commissioner Rossknecht so moved; seconded by Commissioner Halbert. **VOTING AYE by voice vote; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

ITEMS FROM THE PUBLIC

No Items from the Public.

PRESENTATION OF FISCAL YEAR END MARCH 31, 2023, AUDIT REPORT

DeShayne Hoag, an Income Partner with Casey Peterson, LTD presented to Board members the annual audit completed for Fiscal Year End March 31, 2023. She presented and facilitated conversation with the Board on specific financial measures. She advised that while the audit reflected no material weakness or significant deficiencies related to the audit of the financial statements, there were findings concerning material weakness over the deficiency in internal control over compliance. Specifically, she stated that the findings were related to Rent Reasonableness and Voucher Payment Standard requirements in the Section 8 program and applicant background requirements in the Public Housing program. Board members engaged in

questions and conversation with Ms. Hoag. The Executive Director explained to Board members that he was asking the Board to make a motion to accept the audit. Chairman Hadcock entertained a motion to accept the Fiscal Year End March 31, 2023, Audit Report. Commissioner Rossknecht so moved; seconded by Commissioner Jones. **VOTING AYE by voice vote; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

APPROVAL OF EXPENDITURES

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

(A) REVIEW OF FINANCIAL AND INVESTMENT REPORTS

The Board reviewed the financial reports for all projects and programs with the Controller and Executive Director. Commissioner Rossknecht shared with Board members and staff a tool that he uses in evaluating the varying financial statements.

MONTHLY REPORTS AND INFORMATIONAL ITEMS

The Board reviewed the monthly reports and informational items.

The Executive Director advised that he was continuing to work closely with Dominion Due Diligence. Specifically, Environmental Review work and city approval continues. Appraisals have been completed and a letter of support has been received from the county. He stated that he met with Mayor Salamun in hopes of obtaining a letter of support. He concluded by advising the Board that he had already started the process of meeting with those impacted families and those meetings would continue through the following week.

The Executive Director stated to Board members that now that the Audit has been presented, he wanted to express his disagreement with the conclusion by the Auditors that there are deficiencies in internal control with respect to compliance. He advised that his evaluation was that there were no systematic deficiencies but instead a few, very few mistakes made. He quantified for Board members the specific mistakes and stated that if this was caused by a lack of training, it would be expected that these issues would be seen in many more files.

DISCUSSION ITEMS

(B) Resolution No. 945 – 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 account receivables. Chairman Hadcock entertained a motion to adopt Resolution No. 945. Commissioner Little Bear so moved; seconded by Commissioner Halbert. **VOTING AYE**

by voice vote; Commissioners Hadcock, Halbert, Jones, Little Bear and Rossknecht. VOTING NAY; None. RESOLUTION PASSED.

(C) Resolution No. 946 – Authorization of Bank Signers – The Executive Director stated that based on the Board’s decision in the election of its officers, this resolution was now needed to authorize bank signers. Chairman Hadcock entertained a motion to pass Resolution No. 946 – Authorization of Bank Signers. Commissioner Jones so moved; seconded by Commissioner Rossknecht. **VOTING AYE by voice vote; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. RESOLUTION PASSED.**

(D) Draft Budget Discussion – Section 8 Housing Choice Voucher, Sunny Haven Apartments, and Black Fox Manor – The Executive Director and Board discussed the draft budgets for Section 8 Housing Choice Voucher program, Sunny Haven Apartments, and Black Fox Manor. The Executive Director and Controller answered questions from Board members. The Executive Director advised that he will be bringing these budgets back at a later time for the Board’s approval.

OLD BUSINESS

No Old Business.

NEW BUSINESS

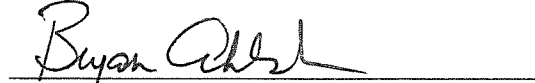
No New Business

ADJOURNMENT

With no further action before the Board, Chairman Hadcock entertained a motion for adjournment. Commissioner Rossknecht so moved; seconded by Commissioner Jones. **VOTING AYE by voice vote; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.** The meeting adjourned at 5:34 PM.


Deb Hadcock, Chairman

(SEAL)
ATTEST


Bryan Achbach, Executive Director

