

**PENNINGTON COUNTY HOUSING AND REDEVELOPMENT COMMISSION  
1805 WEST FULTON STREET, SUITE 101, RAPID CITY, SOUTH DAKOTA  
JANUARY 17, 2024**

**ROLL CALL**

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

**ABSENT:** Commissioner Jones

**ALSO PRESENT:** Bryan Achbach – Executive Director, Rebecca Eisenbruan – Deputy Executive Director, Robert Slanina – Controller, Troy Fenenga – I.T., Jonathon Hinton – Construction/Modernization Coordinator, and Lt. Soucy – Rapid City Police Department

\* Participated via GoToMeeting conference call.

**APPROVAL OF AGENDA**

Chairman Hadcock entertained a motion for approval of the agenda; Commissioner Rossknecht so moved; seconded by Commissioner Little Bear. **VOTING AYE; Commissioners Hadcock, Halbert, 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 December 20, 2023. Commissioner Little Bear so moved; seconded by Commissioner Rossknecht. **VOTING AYE; Commissioners Hadcock, Halbert, Little Bear, 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 Rossknecht so moved; seconded by Commissioner Little Bear. **VOTING AYE; Commissioners Hadcock, Halbert, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

**REVIEW OF FINANCIAL AND INVESTMENT REPORTS**

The Board reviewed the financial reports for all projects and programs with the Controller and Executive Director.

## MONTHLY REPORTS AND INFORMATIONAL ITEMS

The Board reviewed and discussed the monthly reports.

The Executive Director advised Board members that he along with the housing authority's consultant, D3G, participated in technical assistance with HUD for the upcoming RAD application for the three highrise.

The Executive Director stated that the Section 18 application for single family units appears on track to be submitted in late March.

The Executive Director advised that the PHA Plan has been submitted and he is awaiting an approval letter from HUD.

## DISCUSSION ITEMS

**(A) Resolution 949 – 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 for approval of Resolution 949 – Write-off of uncollectible tenant accounts receivable. Commissioner Rossknecht so moved; seconded by Commissioner Little Bear. **VOTING AYE; Commissioners Hadcock, Halbert, Little Bear, and Rossknecht. VOTING NAY; None. RESOLUTION PASSED.**

**(B) Approval of Utility Allowances** – The Executive Director stated that HUD regulation requires that utility allowances for Public Housing and the Section 8 Housing Choice Voucher program be updated on an annual basis at a minimum. He further advised that the housing authority contracts with UAPro for consumption and rate data needed in the calculation of the utility allowances. Chairman Hadcock entertained a motion for approval of utility allowances. Commissioner Little Bear so moved; seconded by Commissioner Rossknecht. **VOTING AYE; Commissioners Hadcock, Halbert, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

## OLD BUSINESS

No Old Business.

## NEW BUSINESS

No New Business.

## EXECUTIVE SESSION PER SDCL 1-25-2

Moved by Commissioner Little Bear and seconded by Commissioner Rossknecht to go into Executive Session pursuant to SDCL 1-25-2(1) to discuss personnel issues. **VOTING AYE;**

**Commissioners Hadcock, Halbert, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

The Board remained in Executive Session from 4:49 p.m. until 5:09 p.m. Moved by Commissioner Rossknecht and seconded by Commissioner Little Bear to come out of Executive Session. **VOTING AYE; Commissioners Hadcock, Halbert, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

**MOTION FROM EXECUTIVE SESSION**


Moved by Commissioner Rossknecht and seconded by Commissioner Little Bear to approve a salary adjustment for the Executive Director to \$102,876.82 effective January 1, 2024. **VOTING AYE; Commissioners Hadcock, Halbert, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

**ADJOURNMENT**

With no further action before the Board, Chairman Hadcock entertained a motion for adjournment. Commissioner Rossknecht so moved; seconded by Commissioner Little Bear. **VOTING AYE; Commissioners Hadcock, Halbert, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.** The meeting adjourned at 5:10 PM.

  
\_\_\_\_\_  
Deb Hadcock, Chairman

(SEAL)  
ATTEST

  
\_\_\_\_\_  
Bryan Achbach, Executive Director

