

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

**ROLL CALL**

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

**ABSENT:** Commissioner Rossknecht

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

\* Participated via GoToMeeting conference call.

**APPROVAL OF AGENDA**

Chairman Hadcock entertained a motion for approval of the modified agenda, adding Discussion Item (E) – Approve award of financial contribution to the Memorial Park Apartment Support Fund established by the Black Hills Area Community Foundation; Commissioner Jones so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. VOTING NAY; None. MOTION CARRIED.**

**APPROVAL OF MINUTES**

Chairman Hadcock entertained a motion for approval of the minutes of the regular Board meeting of March 20, 2024. Commissioner Jones so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. 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 Jones so moved; seconded by Commissioner Little Bear. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. 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 discussed at length with the Board recovery efforts at Memorial Park Apartments following the crash on the night of April 9, 2024. He detailed for Board members efforts being made on behalf of the residents and the building.

## DISCUSSION ITEMS

**(A) Resolution No. 952 – 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. 952. Commissioner Jones so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. VOTING NAY; None. RESOLUTION ADOPTED.**

**(B) Resolution No. 953 – Write-off of Uncollectible Participant Accounts Receivable for Section 8**– The Executive Director advised that it was the process to bring to the Board once a year those accounts deemed uncollectible to better reflect a more accurate balance of the housing authority's account receivables for Section 8. Chairman Hadcock entertained a motion to adopt Resolution No. 953. Commissioner Little Bear so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. VOTING NAY; None. RESOLUTION ADOPTED.**

**(C) Approve award of Summer Lawn Care Services** – The Executive Director advised that it was staff's recommendation to award the contract to the low bidder, Black Hills Preservation. Chairman Hadcock entertained a motion to approve award of contract for Summer Lawn Care Services to Black Hills Preservation. Commissioner Little Bear so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. VOTING NAY; None. MOTION CARRIED.**

**(D) Approve award of contract for Kitchen Upgrades – 12 Single Family Units** – The Executive Director stated that staff were unsuccessful in finding more than one responsible bidder after advertising the job. He advised that it was staff recommendation to award the contract to Lost Cabin Constructors, Inc. Chairman Hadcock entertained a motion to approve award of contract for Kitchen Upgrades to Lost Cabin Constructors, Inc. Commissioner Jones so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. VOTING NAY; None. MOTION CARRIED.**

**(E) Approve award of financial contribution to the Memorial Park Apartment Support Fund established by the Black Hills Area Community Foundation** – The Executive Director stated that he was proud of the way the community had stepped up to assist the residents of Memorial Park Apartments during the time they have been displaced because of damage to the building. He advised that the Board might want to consider a contribution to the fund from Memorial Park Apartment’s operating budget in support of the residents. When asked by the Board, the Executive Director advised that a \$10,000 contribution would be appropriate and that the Board could consider an additional contribution later if needed. Chairman Hadcock entertained a motion to approve a \$10,000 contribution to the support fund. Commissioner Little Bear so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. 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 Jones and seconded by Commissioner Little Bear to go into Executive Session pursuant to SDCL 1-25-2(3) to review communication from legal counsel. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. VOTING NAY; None. MOTION CARRIED.**

The Board remained in Executive Session from 5:02 p.m. until 5:06 p.m. Moved by Commissioner Jones and seconded by Commissioner Halbert to come out of Executive Session. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. VOTING NAY; None. MOTION CARRIED.**

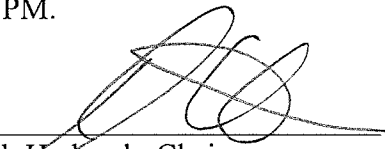
**MOTION FROM EXECUTIVE SESSION**

Moved by Commissioner Little Bear and seconded by Commissioner Jones authorizing the Executive Director to sign the “Letter of Intent” between the Pennington County Housing and Redevelopment Commission and Black Hills Works Foundation, whereby Black Hills Works would purchase 18 houses at the appraised value and agrees not to sell the properties for 10 years. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. VOTING NAY; None. MOTION CARRIED.**


**ADJOURNMENT**

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

**VOTING AYE; Commissioners Hadcock, Halbert, Jones, and Little Bear. VOTING NAY; None. MOTION CARRIED.** The meeting adjourned at 5:08 PM.

  
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Deb Hadcock, Chairman

(SEAL)  
ATTEST

  
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Bryan Achbach, Executive Director