

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

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, Jenise Higaki – Accountant, Jonathon Hinton – Construction/Modernization Coordinator, Troy Fenenga – I.T.

* Participated via GoToMeeting conference call.

APPROVAL OF AGENDA

Chairman Hadcock entertained a motion for approval of the agenda; Commissioner Little Bear so moved; seconded by Commissioner Jones. **VOTING AYE; 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 June 20, 2024. Commissioner Halbert so moved; seconded by Commissioner Jones. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, 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 expenditures. Commissioner Jones so moved; seconded by Commissioner Little Bear. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, 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 Executive Director stated that staff had met with the auditors, and he was pleased to inform the Board that there were no findings. A formal presentation on the annual audit would be made in October.

The Executive Director advised that the Section 18 application had made its way from the SAC office to the HUD Field office for their review and certification.

DISCUSSION ITEMS

(A) Approve award of the 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, 2024. Chairman Hadcock entertained a motion to approve the Crime Prevention Program Contract. Commissioner Little Bear so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

(B) Resolution No. 955 – 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 955 – Write-off of uncollectible tenant accounts receivable. Commissioner Rossknecht so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. RESOLUTION ADOPTED.**

(C) Resolution No. 956 – 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 quarter 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. 956. Commissioner Little Bear so moved; seconded by Commissioner Jones. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. RESOLUTION ADOPTED.**

(D) Resolution No. 957 – Authorization of Rental Assistance Demonstration Program Application – The Executive Director advised that following a few months of work, the application for RAD was ready to be submitted to HUD for the three highrises. He further stated that a Board resolution was needed so that it could be included with the application. Chairman Hadcock entertained a motion to adopt Resolution No. 957 – Authorization of Rental Assistance Demonstration Program Application. Commissioner Rossknecht so moved; seconded by Commissioner Jones. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. RESOLUTION ADOPTED.**

(E) Approve Job Classifications for Custodial Worker, Maintenance Technician I, Maintenance Technician II, and Maintenance Technician III - The Executive Director advised the Board that this work on Job Classifications was taken in order to reflect the capacity of those working in maintenance. He further stated that it was particularly difficult to have every maintenance technician within the same job classification no matter their ability. As a result, he was asking for the Board to approve multiple job classifications so that workers could be classified and compensated based on their ability. Chairman Hadcock entertained a motion for approval of Job Classifications for Custodial Worker, Maintenance Technician I, Maintenance Technician II, and Maintenance Technician III. Commissioner Little Bear so moved; seconded by Commissioner Halbert. **VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

(F) Election of Officers –

Commissioner Little Bear 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, Jones, Little Bear, and Rossknecht. VOTING NAY; None. MOTION CARRIED.**

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

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

OLD BUSINESS

No Old Business.

NEW BUSINESS

The Executive Director advised Board members that he would like to add an item to the agenda at next meeting to discuss the regular monthly meeting date and time.

ADJOURNMENT

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

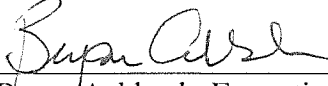
VOTING AYE; Commissioners Hadcock, Halbert, Jones, Little Bear, and Rossknecht.

VOTING NAY; None. MOTION CARRIED. The meeting adjourned at 4:50 PM.



Deb Hadcock, Chairman

(SEAL)
ATTEST



Bryan Achbach, Executive Director