

MINUTES OF THE HOUSING AUTHORITY OF THE CITY OF SOUTH MILWAUKEE
d/b/a PARKCREST HOUSING
October 10th, 2016 – 6:30 p.m.

MEMBERS: Kris Schell ___X___ Kelly Meyer ___X___ Joe Weirich ___X___
Jon Shelenske ___X___ Cristina Crogan ___X___

Also present: Parkcrest Housing Executive Director Peggy Holcomb and other interested parties.

1. Board Chair Kris Schell called the meeting to order at 6:30 p.m.
2. Motion made by Weirich, seconded by Crogan, to approve the minutes of the August 22nd, 2016 meeting. All voted aye. Motion carried.
3. Item 4 (a-g). Holcomb provided information on the vacancy report, indicating there is an additional vacancy for November 1st that has since been added, noted that the monthly Newsletter is hand delivered to the tenants. Crogan provided information on free dental checkups and screenings available to all children in grades 5K-8, she will send information to Holcomb which will be included in the monthly Newsletter and displayed in lobby. Holcomb provided information on the HUD PHAS score report indicating that Parkcrest is once again designated as a high performer therefore physical inspections will only need to be performed once every three years Weirich moved, Meyer seconded, to receive and place on file all information related to Item 4 (a-g). All voted aye. Motion carried.
4. Item 5. Holcomb indicated Parkcrest will be looking into replacing the existing soffits and siding on all buildings, possibly after the first of the year. Balance of 2016 capital fund money could be used or 2017 if needed. Balance of CF 2016 is \$26,498.00. No additional information is available from the city engineer regarding the alley parking lot replacement.
5. Item 6. Motion made by Weirich, seconded by Shelenske at 6:44 p.m. to go into closed session pursuant to Wis. Stats. 19.85 (1)(c) for the purpose of considering the performance evaluations and compensation of the Parkcrest Staff. All voted aye. Motion carried.
6. Item 7. Motion made by Crogan, seconded by Meyer to return to open session at 6:55 p.m. Motion made by Crogan, seconded by Weirich to approve the performance evaluations for the Parkcrest staff and to approve advancing all staff members to the next step in the salary Matrix effective January 1, 2017 as follows: Peggy Holcomb Grade L, Step 2 (\$32.25/hr.) Kim Nitka Grade F, Step 2 (\$19.93/hr.) Tom Clemens Grade F, Step 4 (\$21.01/hr.) Tim Anstett Grade H, Step 8 (\$27.94/hr.) All voted aye. Motion carried.
7. Item 8. Action items for next meeting. Review Operating Budget
8. Next meeting is scheduled for Monday, December 5th, 2016 at 6:30 p.m.

9. Shelenske moved, Crogan seconded, to adjourn. All voted aye. Meeting adjourned at 6:58 p.m.

Submitted by, Kris Schell, Recording Secretary

Housing Authority of the City of South Milwaukee
Minutes of the Closed Session
October 10th, 2016

The Board adjourned to closed session at 6:44 p.m. The Board reviewed and discussed the performance evaluations of Parkcrest staff. All employees received favorable reviews. Holcomb indicated that there will be no change to the salary Matrix for 2017.