

MINUTES
DOUGLAS COUNTY RURAL HOUSING AUTHORITY

Meeting of the Douglas County Rural Housing Authority, **Wednesday, October 4, 2023**, at 9:00 A.M, Government Center, 1316 North 14th Street, Superior, WI

Meeting called to order by Chair Diane Zimmerman at 9:04 a.m.

1) Roll Call: Present - Diane Zimmerman, and Susan Hendrickson; Others Present – Bill Whiteside and Terri Luebbe - Clerk. Absent – Pat Ryan and Zach DeVoe.

2) Approval of Minutes from the July 21, 2022, meeting:

Action: Motion by Hendrickson, second by Zimmerman to approve the July 21, 2022, minutes. All members present voted in favor. Motion carried.

3) Action Items:

a) Loan Application 23-01: Application and bids reviewed. Noted in discussion that loan applicant had already had her sanitary application submitted and issued from one of the bidders.

Action: Motion by Hendrickson, second by Zimmerman to accept into the program for the maximum amount of \$7,500 from the County Loan program. All members present voted in favor. Motion Carried.

Action: Motion by Hendrickson, second by Zimmerman to accept the lowest bid received, which was from Young Plumbing for a 2,000 gallon holding tank. All members present voted in favor. Motion Carried.

b) 2024 Budget: Budget reviewed, and no changes made.

Action: Motion from Hendrickson, second by Zimmerman to approve the budget as presented. All members present voted in favor. Motion Carried.

c) Policies and Procedures / Application Update: Items needing update were reviewed.

Action: Motion from Hendrickson, second by Zimmerman to approve changes. All members present voted in favor. Motion Carried.

4) Informational Items:

a) Program Update: Update given on both the County and Federal loan programs regarding the number of paid-off loans in the past year and remaining number of active loans.

b) Block Grant Update: Update given on procedural paperwork that will be going to Zoning Committee for approval.

5) Future Agenda Item: Request was made to hold 1 yearly meeting if no other meetings are held throughout the year. This meeting will be held in October.

6) Adjournment: Motion by Hendrickson, second by Zimmerman to adjourn. All members present voted in favor. Motion Carried.

Meeting adjourned at 9:24 A.M.

Respectfully submitted, Theresa Luebbe, Clerk

CC: Rural Housing Authority Members
Kaci Lundgren, County Clerk
County Board Supervisors