



MINUTES OF THE GREEN BAY HOUSING AUTHORITY

WEDNESDAY, MARCH 10, 2021, 10:30 AM
Virtual Meeting. Public may join via Zoom.

A. ZOOM MEETING INFORMATION.

I. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. ROLL CALL.

I. William VandeCastle - Chair, Terri Refsguard - Vice Chair, Sandra Popp, Erin Edwards and Stephen Srubas

Members Present: William VandeCastle, Stephen Srubas, Terri Refsguard, Erin Edwards, Excused: Sandra Popp, Absent: None

C. APPROVAL OF THE AGENDA.

I. Approval of the agenda for the March 10, 2021, meeting of the Green Bay Housing Authority.

Moved by Erin Edwards and seconded by Stephen Srubas to approve of the agenda for the March 10, 2021 meeting of the Green Bay Housing Authority.

Motion carried. Yes- William VandeCastle, Stephen Srubas, Erin Edwards, Terri Refsguard, No- None, Abstain: None

D. APPROVAL OF MINUTES.

1. Approval of the minutes from the January 21, 2021, meeting of the Green Bay Housing Authority.

Moved by Stephen Srubas and seconded by Erin Edwards to approve of minutes from the January 21, 2021 meeting of the Green Bay Housing Authority.

Motion carried. Yes- William VandeCastle, Stephen Srubas, Erin Edwards, Terri Refsguard, No-None, Abstain: None

E. REGULAR BUSINESS.

1. Election of Officers Chair, Vice Chair

Moved by Stephen Srubas and seconded by Terri Refsguard to approve of electing William VandeCastle as Chairman of the Green Bay Housing Authority Commissioners.

Motion carried. Yes- William VandeCastle, Stephen Srubas, Erin Edwards, Terri Refsguard, No-None, Abstain: None

Moved by Stephen Srubas and seconded by Erin Edwards to approve of electing Terri Refsguard as Vice Chairman of the Green Bay Housing Authority Commissioners.

Motion carried. Yes- William VandeCastle, Stephen Srubas, Erin Edwards, Terri Refsguard, No-None, Abstain: None

2. Consideration with possible action on proposal to move forward with a financing plan for the redevelopment of Mason Manor.

Moved by Erin Edwards and seconded by Terri Refsguard to open the floor for the public to speak.

Motion carried. Yes- William VandeCastle, Stephen Srubas, Erin Edwards, Terri Refsguard, No-None, Abstain: None

Moved by Terri Refsguard and seconded by Erin Edwards to close the floor for the public to speak.

Motion carried. Yes- William VandeCastle, Stephen Srubas, Erin Edwards, Terri Refsguard, No-None, Abstain: None

Moved by Stephen Srubas and seconded by Terri Refsguard to approve of option one in regards to the financing plan for the redevelopment of Mason Manor.

Motion carried. Yes- William VandeCastle, Stephen Srubas, Erin Edwards, Terri Refsguard, No-None, Abstain: None

3. Consideration with possible action on approval of the Annual Civil Rights Certification, resolution 2021-01.

Moved by William VandeCastle and seconded by Stephen Srubas to approve of the Annual Civil Rights Certification resolution 2021-01.

Motion carried. Yes- William VandeCastle, Stephen Srubas, Erin Edwards, Terri Refsguard, No- None, Abstain: None

4. Consideration with possible action to approve Resolution 2021-02 approving the submittal of the inventory removal application HUD 52860 and HUD 52860-A for the Green Bay Housing Authority Scattered Sites Program.

Moved by William VandeCastle and seconded by Erin Edwards to approve of the submittal of the inventory removal application HUD 52860 and HUD 52860-A for the Green Bay Housing Authority's Scattered Sites program.

Motion carried. Yes- William VandeCastle, Stephen Srubas, Erin Edwards, Terri Refsguard, No- None, Abstain: None

5. Consideration with possible action to award the Mason Manor annual window cleaning contract to Jack's Maintenance Services Inc, the lowest and responsible and responsive bidder.

Moved by William VandeCastle and seconded by Erin Edwards to award the Mason Manor annual window cleaning contract to Jack's Maintenance Services Inc.

Motion carried. Yes- William VandeCastle, Stephen Srubas, Erin Edwards, Terri Refsguard, No- None, Abstain: None

6. Consideration with possible action to reclassify one (1) Casual Worker to a Cleaner position.

Moved by Terri Refsguard and seconded by Stephen Srubas to approve of reclassifying one Casual Worker position into a Cleaner position.

Motion carried. Yes- William VandeCastle, Stephen Srubas, Erin Edwards, Terri Refsguard, No- None, Abstain: None

F. INFORMATIONAL.

I. GBHA Bills.

Stephanie Schmutzer reported the GBHA Bills. No action needed.

2. GBHA Financial Report.

Stephanie Schmutzer presented the GBHA Financial Report. No action needed

3. Langan Report.

Jayne Valentine presented the Langan Report. No action needed.

4. Director's Report.

Cheryl Renier-Wigg presented the Director's report. No action needed

5. Occupancy report.

Jayne Valentine presented the Occupancy report for the month of March. No action needed.

6. Date of next meeting: April 15, 2021.

G. ADJOURNMENT.

Moved by Terri Refsguard and seconded by Erin Edwards to adjourn the March 10, 2021 meeting of the Green Bay Housing Authority.

Motion carried. Yes- William VandeCastle, Stephen Srubas, Erin Edwards, Terri Refsguard, No- None, Abstain: None