

Northeast Iowa Regional Housing Trust Fund

Serving Allamakee, Clayton, Howard and Winneshiek Counties

NEIRHTF Meeting Minutes

August 20, 2020

MEMBERS PRESENT: Adam Weigand, Barb Prochaska, Dan Ollendick, Daryl Hansmeier, Dean Thompson, Jeremy Jostand, Joseph Pisney, Kristie Wiltgen, Laura Frana, Mallory Hanson, Marty Stanbrough, Sandi Graf, Spiff Slifka, Stephanie Fromm, Val Reinke

MEMBERS ABSENT: Darla Kelchen, Dennis Koenig, Gus Johnson, Ray Peterson

STAFF PRESENT: Sarah Snitker, Lee Balik, Heidi Hackman

CALL TO ORDER: The Northeast Iowa Regional Housing Trust Fund meeting was called to order at 1:30 pm by Chair Spiff Slifka via Zoom Conference call.

APPROVAL OF AGENDA: A motion was made by Daryl Hansmeier/Mallory Hanson to approve the agenda. Motion carried unanimously.

APPROVAL OF MINUTES: A motion was made by Stephanie Fromm/Dan Ollendick to approve the regular meeting minutes from May 28, 2020. Motion carried unanimously.

PROJECT STATUS UPDATES: Sarah went over yearly projects for 2019-2020. For 2019 40 projects completed, 1 project remains open. For 2020 there are 24 projects completed 8 projects have been approved and are in construction phase and we are waiting on additional information for 10 applicants. 2019 funds have been moved to 2020. Sarah outlined areas within the five-county region that still have funds remaining for the 2020 calendar year. Sarah also explained ways she is trying to advertise more and explained it is tougher to spread the word about our program when also considering the current COVID pandemic.

CONSIDER APPROVAL OF FINANCIAL STATUS REPORT: Sarah explained the income statement, total revenue, total expenses, balance sheet. Loan update (revolving loan sheet) we have \$641,155.43 left in relending funds, 16 delinquency letters were sent out. There was a request to list the county that funds are used through the Residential Removal program on the revolved loan fund sheet. A motion was made by Daryl Hansmeier/ Kristie Wiltgen to approve the financial report. Motion carried unanimously.

DISCUSSION AND CONSIDER APPROVAL OF CHANGING LENDER FINANCE TERMS TO MINIMUM 15-YEAR FIXED RATE: Jeremy Jostand explained that the National Government is lending to banks at 0% interest. If we can lock in a 15-year fixed interest rate for a longer period, the burden on loan recipients will be relieved. The idea is to not see interest going up for low income loan recipients. A motion to approve the 15-year fixed interest was made by Daryl Hansmeier/ Jeremy Jostand. Motion carried unanimously.

DISCUSSION AND APPROVAL OF HAP: Sarah explained the only changes to the Housing Assistance Plan was updating the Statistics. Motion to approve the HAP was made by Val Reinke/Barb Prochaska. Motion carried unanimously.

DISCUSSION AND CONSIDER APPROVAL OF BOARD TERMS AND APPOINTMENTS:

All persons up for reappointment have elected to resume another three-year term. The Chair is Stiff Slifka, Vice Chair is Val Reinke, Treasurer is Adam Weigand and Secretary is Heidi Hackman. A motion to approve board terms and appointments was made by Jeremy Jostand/ Stephanie Fromm. Motion carried unanimously.

DISCUSSION AND CONSIDER APPROVAL OF RLF POLICY: Only change made was the dates for when funds need to be requested through the County Economic Development Office. Motion was made to approve RLF Policy was made by Val Reinke/ Kristie Wiltgen. Motion carried unanimously.

DISCUSSION AND CONSIDER APPROVAL TO BAN A CONTRACTOR FROM PARTICIPATION: A contractor that was hired to work with an owner-occupied project was discussed with the board. Although the Trust Fund has not seen problems with the companies work, another contractor had to be hired to repair and re-do the entire owner-occupied project. Numerous attempts prior to hiring another contractor were made by UERPC to resolve problems occurring with the project and the contractor did not follow through with fixing the issues. A motion was made by Daryl Hansmeier/ Dean Thompson to approve the ban. Motion carried unanimously.

DISCUSSION:

- a) Retaining Wall proposed project: Board has requested to look into whether the project is a health and safety hazard, is the retaining wall due to a water problem or lack of maintenance. Sarah will visit with applicant to obtain this information before determining if we are able to fund this project.
- b) Oelwein Removal Application Approved-14 2nd Ave. NW
- c) Oelwein Removal Application Approved-219 Lincoln Dr.
- d) Oelwein Removal Application Approved-219 & 223 East Charles
- e) Waukon Removal Application Approved-105 First St. NW

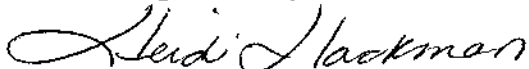
Funds for Home Removal Program are available in all counties for the 2020 year except in Fayette.

SCHEDULE NEXT HTF MEETING: The next board meeting is scheduled for November 19th, 2020 at 1:30.

FLOOR ITEMS: Discussion about funds being shared from Trust Fund to Owner-Occupied projects to aid in problems. Sarah explained that the Federal rules will not allow additional funds from outside sources if it exceeds the project funding.

ADJOURNMENT: A motion to adjourn was made by Dean Thompson/Barb Prochaska. Motion carried unanimously. The meeting adjourned at 2:15 p.m.

The above constitutes my interpretation of the matters discussed and the decisions reached. Please contact the undersigned for any errors or omissions.



Heidi Hackman, NEIRHTF Secretary