

Northeast Iowa Regional Housing Trust Fund

Serving Allamakee, Clayton, Howard and Winneshiek Counties

NEIRHTF Meeting Minutes September 29, 2022

MEMBERS PRESENT: Adam Wiegand, Shirley Vermace, Stephanie Fromm, Joseph Pisney, Barb Prochaska, Karli Schmelzer, Dan Ollendick, Darla Kelchen, Mallory Hanson, Spiff Slifka, Marty Stanbrough, Kristie Wiltgen, Sandie Graf, Val Reinke, Gus Johnson, Ray Peterson, Jess Schubert

MEMBERS ABSENT: Nancy Tegtmeier, Mark Reiser

STAFF PRESENT: Rachelle Howe, Lori Quam, Karen Cooper

CALL TO ORDER: The Northeast Iowa Regional Housing Trust Fund meeting was called to order at 1:30 p.m. by Chair Spiff Slifka.

AGENDA APPROVAL: A motion to approve the agenda was made by Joe Pisney and seconded by Marty Stanbrough. The motion was carried.

APPROVAL OF MINUTES FROM APRIL 21, 2022, REGULAR MEETING: A motion to approve the minutes from April 21, 2022, regular meeting was made by Gus Johnson and seconded by Shirley Vermace. The motion was carried.

DISCUSSION AND CONSIDER APPROVAL OF BOARD TERMS AND APPOINTMENTS – ADAM WIEGAND, BARB PROCHASKA, GUS JOHNSON AND KARLI SCHMELZER – UP FOR RENEWAL: All members present agreed and a motion to approve was made by Darla Kelchen and seconded by Dan Ollendick. The motion was carried.

PROJECT STATUS UPDATES; PROGRESS REPORT: Howe presented that 19 projects had been completed to date and we still have some money left. We are working on getting new projects started. See attached report.

CONSIDER APPROVAL OF FINANCIAL STATUS REPORT: Karen Cooper presented the current financial status and loan payment updates (please see attached). Dan Ollendick made a motion to approve the financial report and Darla Kelchen seconded. The motion was carried.

DISCUSSION OF RLF PROJECTS AND STATUS TO DATE: Lori Quam explained that we call or send letters to those who are delinquent and suggested four loans to be written off due to no payments made for over 12 months and unable to get a response. A discussion was had. A motion to write off the four homeowners, (Tanya Broten, Josue Godinez & Yukari Hernandez, Jodi Potter, and Kyle & Sara Zebuhr) was made by Stephanie Fromm and seconded by Gus Johnson (see attached RLF delinquency report). The motion was carried.

Howe presented the 2022 RLF policy signed by the board. The group discussed the policy some. The group decided to select a subcommittee to meet prior to the February 2023 meeting. Spiff said an executive committee will meet and propose any revisions– the exec board was named to the committee. Those members include: Spiff Slifka, Chair; Val Reinke, Vice-Chair; UERPC, Secretary; Adam Wiegand, Treasurer. Darla asked if the \$50,000 RLF Clayton county has set up will expire in December, as they have developers waiting. Howe replied yes.

DISCUSSION AND CONSIDER APPROVAL OF LOCAL MATCH FOR HOUSING TRUST 2023 APPLICATION: Howe requested approval of \$20,000 from the RLF fund to be used as local match fund for the 2023 State Housing Trust fund application. She explained that the state is giving more funding therefore asking the region for more local match. A discussion was held regarding city and county contributions. Howe explained how each entity designates where the funds can be used. Howe also asked Fayette to consider the money to go anywhere within the county, not just for rural only. Joe Pisney motioned to approve the local match and Barb Prochaska seconded. The motion carried.

DISCUSSION AND APPROVAL OF TRAILER HOME IN FORT ATKINSON: Howe explained that Winneshiek Medical Center contacted her about someone needing a roof for their trailer, but they do not own the land the trailer is on. A lengthy discussion was had. A committee was set up to discuss funding trailers and the Housing Administrative Plan as a whole– Gus Johnson, Dan Ollendick, Sandi Graf, and Spiff Slifka. Howe asked that the board consider increasing the allotment from \$10,000 to \$15,000 starting next year. It was decided this would be reviewed by the subcommittee and addressed in the upcoming February 2023 meeting.

DISCUSSION AND CONSIDER APPROVAL OF HAP: Howe presented. Mallory Hanson made a motion to approve and Marty Stanbrough seconded. The motion passed.

NEXT HTF MEETING: The next board meeting is scheduled for Thursday, February 16, 2023, at 1:30 p.m.

FLOOR ITEMS: None

ADJOURNMENT: A motion to adjourn was made at 2:36 p.m. by Darla Kelchen and seconded by Adam Wiegand. The motion was carried unanimously.



Lori Quam, NEIRHTF Secretary