

**NORTH IOWA REGIONAL HOUSING AUTHORITY**  
**202 First Street SE, Ste. 203, Mason City, IA 50401**

Tuesday, August 28, 2018, 9:00 A.M.  
Conference Room

MINUTES

**I. Opening of Meeting.**

- A. Chairperson Gelner called the North Iowa Regional Housing Authority regular board meeting to order at 9:00 a.m.

**Board Members: Present:** Delegates: Merlin Bartz, Roger Batt, Gary Gelner, Bruce Helgeson, Marilyn Johanns, Yvonne Krukow, and Florence Shook. Alternates: none.

**Absent:** Beth Johnson. **Staff:** Karri Gansen, Carmen Seaton-Bartunek, and Carol Story.

**Guests:** Joseph Moser of Finley Law Firm, P.C. via phone during the closed session, John Olson of Kronlage and Olson, P.C., and Justin Stotts.

- B. Determination of quorum  
A quorum was determined.

- C. Recognition of visitors to the meeting  
Joseph Moser of Finley Law Firm, P.C. via phone during the closed session, John Olson of Kronlage and Olson, P.C., and Justin Stotts were recognized as a guests.

- D. Move to Approve Agenda and Requested Changes/Reordering of Agenda.  
Bartz moved to reorder agenda items regarding the closed session to before Item II Open Forum. All were in favor; none opposed; and none abstained. The motion carried.

Bartz moved to approve the agenda as amended. Helgeson seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.

**IV. Unfinished Business.**

- A. Move to go into closed session  
Helgeson moved to adjourn to closed session pursuant to Iowa Code § 21.5(1)(c) "To discuss strategy with legal counsel in matters that are presently in litigation or where litigation is imminent where it's disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation." Johanns seconded the motion. ROLL CALL VOTE: Helgeson, Bartz, Shook, Batt, Johanns, and Krukow were in favor; none oppose; none abstained. The board adjourned to closed session at 9:04 a.m.

**V. New Business.**

- A. Move to return to open session.  
Krukow moved to return to regular session. Shook seconded the motion. All were in favor; none opposed; and none abstained. The motion carried. The meeting returned to open session at 9:37 a.m.
- B. Move to approve final action on any matter taken during closed session.  
None taken.

**II. Open Forum.**

None requested.

**III. Consent Agenda.**

Bartz moved to approve the consent agenda. Batt seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.

**V. New Business.**

C. Approve hiring of Executive Director.

Helgeson moved to hire Justin Stotts as Executive Director. Johanns seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.

D. Approve Resolution 2018-04 revising FY2018 Public Housing budget.

Bartz moved to approve Resolution 2018-04 revising FY2018 Public Housing budget.

Krukow seconded the motion. ROLL CALL VOTE: Helgeson, Bartz, Shook, Batt, Johanns, and Krukow were in favor; none opposed; none abstained. The motion carried.

E. Approve Resolution 2018-05 revising FY2018 Housing Choice Voucher budget.

Batt moved to approve Resolution 2018-05 revising FY2018 Housing Choice Voucher budget. Helgeson seconded the motion. ROLL CALL VOTE: Helgeson, Bartz, Shook, Batt, Johanns, and Krukow were in favor; none opposed; none abstained. The motion carried.

F. Discuss and approve wage increases for FY2019.

Bartz moved to accept the Executive Committee's recommendation of a 2.5% raise for all employees, excluding the new Executive Director. Batt seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.

G. Other.

No other business.

**VI. Adjourn.**

Krukow moved to adjourn the meeting until September 25, 2018 at 9:00 A.M. Bartz seconded the motion. All were in favor; none opposed; none abstained. The motion carried. The meeting adjourned at 10:50 A.M.

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Gary Gelner, Chairperson

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Date

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Carol Story, Interim Executive Director

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Date