

**Caldwell Housing Authority
October 18, 2011 Regular Meeting
Minutes**

Board Members Present:

Patricia Benedict, Jim Blacker, Phares Book, Sid Freeman, Beronica Salazar, and Estella Zamora,

Staff Present: Mike Dittenber, Cheri Hess

Guest Present: CHA Attorney David Kerrick

Location: Golden Palace

In Order of business:

1. Roll call and call to order

Patricia called the meeting to order at 12:05pm. Patricia welcomed attorney David Kerrick.

2. Review of the August and September minutes

Patricia asked if everyone had an opportunity to read the August and September minutes, reminding the Board approval of the August minutes was postponed last month. Sid made motion to accept the August minutes as amended, seconded by Phares and approved by the Board. Sid provided language for inclusion into the September minutes. Estella made a motion to accept the September minutes, seconded by Sid and approved by the Board.

3. Treasurer / Financial Report

Sid deferred the Treasurer / Financial report to Cheri who provided income and expense reports explaining CHA had a net income of \$9,300 for the month of August. Cheri reported that current expenses are \$8,500 under budget with an anticipated bank balance of \$54,000. Sid moved to accept the financials, seconded by Phares, and approved by the Board

4. Director's Report

Mike spoke about the number of satellite dishes at CHA and suggested Farmway Village and Cable One only property. He explained that the dishes are over abundant, cause damages to the roofs, and can cause fire hazards if not installed correctly. Mike explained that Farmway Village use to be a Cable One only property but was changed by his predecessor. Jim suggested CHA might get a franchise from Cable One if Farmway was a Cable One only property.

Sid suggested the easiest way to address the problem was to not let any new dishes be installed and the problem would eventually go away. Estella asked if CHA was obligated to send it out for bid. Mike suggested it was a management issue and not a bid issue since CHA stands to gain no money from such a decision. Estella said she would like to see it sent out for bid before the Board makes any decisions. Sid agreed that CHA should

shop around. Phares asked if CHA should be limiting a person's choice in entertainment. Mike suggested that protecting the property may trump personal choice in certain situations. Patricia said we will be looking for a new policy in the future.

Estella asked if there was any possible way to put a timeline on the completion of the roofs. Mike said the apartments on the windward side of the property are most damaged and are priorities for repair. The leeward apartments could go another 7 or 8 years before needing repair. Sid asked about the number of buildings. Mike indicated there are 61 buildings and at 2 buildings per year, it would take 30 years to roof all the apartments. He indicated there were only 15 windward apartments and it would take approximately 7 years to complete those apartments.

Mike provided an update on the wastewater system and some of the challenges CHA is experiencing with cell #1 and the peristaltic pump. He assured the Board that even with the challenges, they are well within the treatment and discharge parameters set by EPA.

5. Executive Session

Motion by Estella to enter executive session to discuss potential litigation, second by Phares at 12:30pm.

Exit executive session at 1:10pm

6. Actions Subsequent to Executive Session

Resolution: Authorizing attorney David Kerrick to represent the Housing Authority in CHA's wastewater discharge issues. Motion by Sid, seconded by Estella, and approved by the Board.

7. Old Business

Mike noted that the policy committee met last week and reviewed 6 more pages of the policy manual. Mike hoped to get the committee together again in a couple of weeks.

Mike spoke about the unresolved issue of amending the bylaws and authorizing the liaison to counter sign checks.

Resolution: Board approve the October 18th amendments to the bylaws allowing liaison to counter sign checks and move the meeting date to the 3rd Tuesday of the month. Motion by Sid, seconded by Beronica, and approved by the Board.

Resolution: Board authorizes liaison to counter sign checks. Motion by Phares, seconded by Beronica, and approved by the Board.

8. Adjournment

The meeting was adjourned at 1:30pm.