

**Caldwell Housing Authority
April 6, 2011 Regular Meeting
Minutes**

Board Members Present:

Dana Schuck, Patricia Benedict, Phares Book , Jim Blacker, Sid Freeman, Estella Zamora

Staff Present: Mike Dittenber, Cheri Hess, Brenda Boles

Location: Golden Palace

In Order of business:

1. Roll call and call to order

Dana called the meeting to order at 12:05

2. Review of the February minutes

Dana asked everyone to look over the minutes from the March meeting. There was a question about the previous “owner” and Mike indicated that in the past the housing authority was run by both Caldwell Chamber of Commerce and Department of Agriculture. Patricia moved to accept the minute as presented and Sid seconded. The minutes were unanimously approved.

3. Treasurer / Financial Report

Patricia reported on the March financials. She stated that the housing authority is under budget year to date. She said the store appears to be holding its own and she is pleased. Patricia asked if the Farmway Store was able to pay back CHA for the initial investment in equipment and merchandise. Mike said they would like to pay CHA back but didn't know when that would happen. Mike stated that Bailey and Co. had completed the annual audit. He said the audit went well and the accounts payable balanced to the penny. He said there were a couple of items of concern, one is the need to initial invoices when signing checks and bank statements, and the other is inventory control at the store. Mike said Jared stated he has no remedy for the inventory control issue, because of the size of the store. Systems that perform such control functions are expensive and the cost would be prohibitive in this case. Mike said the auditor also recommends quarterly reporting and will make a full report to the board at a future meeting.

4. Director's Report

Mike asked if there were questions about the report. Estella was concerned about the housing legislation because she felt the Board didn't know what the legislation said. Dana said “shame on us for not knowing, we had the opportunity to become familiar with it.” She received many calls and had no way to respond. She also felt the senators in committee were not as supportive of the legislation as she was led to believe. She said it was too far reaching. Mike stated that the legislation mirrors federal law and with an anti

federal government sentiment, as soon as that was made known, it fell out of favor with many. Sid agreed with Estella that the board needs to know what is in the legislation so they can answer questions. Mike said many stakeholders had input and were present in the committee that day but were not allowed to speak on the bill. He said it's taken 3 years to get it this far. Sid said as time goes on it will come earlier in the session and that Mike should begin working on it immediately and not wait until next winter.

5. New Business

Mike addressed the engineering report related to wastewater issues. He asked when the board would like to meet to go over Pharmer Engineering's full presentation. Estella stated she could meet in the evening. Mike said he would schedule an evening meeting in coming days and let the board know.

Mike talked about the possibility of needing to attain a stormwater permit, or build a stormwater catch basin. Jim stated that the catch basins do not always work because of the nature of the soil. Also Mike talked about the fact that irrigation water for the homes across Farmway Road comes as a result of CHA's pressurized system. Sid asked Mike to find out if the homes even have rights to irrigation water and if so, why it's coming via CHA. Mike was also asked to check to see if there was any agreement with those homeowners to provide this service.

Mike stated that new surface water testing requirements are in place and the testing is very expensive to contract out. He will have staff do the testing which requires waders and getting into the canal to do sampling. They will document the flow, temperature and take the samples in an effort to show CHA is not putting contaminants into the canal. Sid suggested staff wading into the canal have the appropriate safety equipment.

Mike said late last year, in response to a citizen's group request he provided information on Holladay Engineering. Now there is an investigation by the State engineering review board and more information was being sought. Dana asked that before more information was provided, Mike talk to the board. Estella had concerns about having provided the information anonymously to begin with. Mike was directed to let the board know he will comply with any public information requests that are filed.

6. Old Business

The Farmer's Co-op canal issues were sent to Rural Development. The response was non-committal. Mike advised Farmer's Co-op that CHA is proceeding slowly and cautiously.

7. Executive Session

The board adjourned to executive session to discuss personnel matters pursuant to Idaho Code.

8. Actions subsequent to Executive Session

No decisions followed.

10. Adjournment

The meeting was adjourned at 1:35pm