

# **BARRON COUNTY HOUSING AUTHORITY**

**Tuesday, February 24, 2026**

## **MINUTES**

### **CALL TO ORDER**

Chairman Nelson called the meeting to order at 9:00 AM at Park Lawn Apartments, in Barron, WI. A quorum of directors was present, and the meeting, having been duly convened, was ready to proceed with business.

**Motion (Moen/Jost)** to approve the agenda. Motion carried; unanimous.

### **ROLL CALL**

Commissioner's Present: Doug Edwardsen, Marge Jost, Carol Moen, Gary Nelson and Terry Tyler.

Other(s) Present: Louie Okey, County Board Chair; and Robert Kazmierski, Executive Director.

Absent: None.

### **PUBLIC COMMENT**

No one registered or appeared for public comment.

### **MINUTES**

Discussion and review of the minutes from the previous meeting.

**Motion (Jost/Moen)** to approve the minutes of January 27, 2026, as presented. Motion carried; unanimous.

### **DIRECTORS REPORT**

The committee reviewed and discussed the Director's Report, which included current and future program activities. Occupancy Rate (56/70 units): 80%. The vacancies at BW and BFD are currently housing tenants that have been displaced while their original units are being remodeled. A Resident Roundtable is scheduled for the next phase of the project. We plan to relocate tenants to other vacant units within Berger Woodland Apartments sometime between March 30th through March 31<sup>st</sup>. Considering BCHA MFH program is now dormant for the next 15 years; to create efficiencies and reduce the number of bank accounts, Hawkins Ash has advised us to close all BCHA's MFH bank accounts and move/transfer all the residual funds to OBA. Deputy & Finance Director Maxwell-Parker provided written recommendations as well. This topic will be on March agenda. Formal audit of BCHA and LLC has begun and Danielle has provided all files to the auditors. Disposition process is underway for Lone Oak. The Chetek HA board will formalize with Board resolution at next meeting. Barron HA officially made recommendation to the City of Barron to consolidate with BCHA. The City of Barron will decide at March Council meeting. For disposition of Park Lawn, there is a need to create another LLC, adopt articles of incorporation and file for FEIN. Due to ongoing construction at BW, for the months February through June 2026, we will be meeting at various scattered sites.

### **PROGRAM FINANCIAL REPORTS AND COMMUNICATIONS**

The Committee reviewed the financial statements within corresponding in-house reports and Hawkins Ash reports for LLC ending December 31, 2025, including the Check Register ending January 31, 2026. The committee received and accepted the available financial reports by unanimous consent.

### **UNFINISHED BUSINESS:**

## **MULTIFAMILY HOUSING REHAB UPDATE**

Kazmierski provided field reports on construction status. Percent complete: 80%. Notable events include: 1705 & 1715 Duplex – Rec'd occupancy and turned building over to owner; Began and completed demolition at Berger Woodland, phase III; Began and completed demolition at 1665 and 1675 – final set of duplexes; Mechanical, Electrical, and Plumbing (MEP) at Berger Woodland Phase III and 1665 & 1675 duplex. Kazmierski informed the committee that all the end/corner units (scattered sites and BW) have been experiencing frost in the living room corners. McGann cut out interior corner of drywall of completed unit #7 at BW. The inside corner pocket is insulated. However, we discovered cold air coming from under the sill plate even though the exterior flashing is grouted. It looks like the concrete is rough under the sill plate, contributing to further air leakage. The sill plate is in good condition (wood) but is not flush. One solution is to remove the base (removing the base trim and cutting out the bottom 1/2" of drywall and caulk and/or spray foam the drywall gap at the floor. This will need to be done at all sites.

## **NEW BUSINESS:**

### **CONSIDERATION OF DISPOSITION**

Kazmierski provided context for Park Lawn disposition. There is a need to establish another organization under the BCHA umbrella to assume ownership of Park Lawn and any subsequent PHA consolidations. There is also a need for articles of incorporation (AOF) to be filed with Department of Financial Institutions for certificate of good standing and will work toward securing FEIN thereafter. Nelson recommended we postpone AOF and FEIN until City of Barron formally decides to consolidate the HA with BCHA. This will be a future agenda item.

**Motion (Tyler/Edwardsen)** to establish LLC for Park Lawn change of ownership. Motion carried; unanimous.

### **DISCUSSION OF POTENTIAL ITEMS AND SITE LOCATIONS FOR NEXT MEETING**

Next meeting will be held March 31, 2026, at 9:00 AM in the Chateau Community Room in Haugen, WI. Agenda items include updates of the Multifamily Housing Rehab project, closing MFH accounts, LLC Audit update, FEIN for disposition of PL and potential utility bills write-offs.

## **ADJOURNMENT**

The meeting adjourned by unanimous consent at 10:01 AM

Respectfully Submitted,

Bob Kazmierski, Recording Secretary