

Central Wisconsin Community Action Council, Inc.
PBP Committee Meeting Minutes
January 9, 2026 @ the Wisconsin Dells Office

Present: Donna Auchue, David Bauman, Joy Casperson, Donna Maly, Laura Reichoff, Sandy Wormet, and Charlie Krupa

Excused Absence: Scott Pease, Gaile Burchill, John McGinley, and Neil Shortreed

Staff: Fred Hebert, Ed Czerkas, Jeff Housker, Monica Zimmer, Susan Kelso, and Donna Lynch

Guests: Ross Curry and Dave Singer (via Zoom)

1. Charlie Krupa called the meeting to order.
2. Roll call was taken with seven members present.
3. Motion passed by unanimous vote approving the agenda and minutes of the November 14, 2025 PBP Committee meeting.
4. Buildings Maintenance & Repairs Report – Ed provided a detailed report of maintenance activities at each of our properties. At the Wisconsin Dells Office, we are fixing pantry door sensors and window washing soon, obtaining quotes for bridge railings, and outside gate door has been repaired.
5. Monica reported on the Adams properties with no current vacancies. The new HUD HOTMA rules which determine an applicant’s eligibility for our LIHTC apartments have changed. Before you could use a percentage of assets when doing the calculation; now anybody with over \$100,000 in assets will not be eligible. Anyone currently in our apartments will be grandfathered in. There is also a HUD Rule that anyone gone from their apartment for longer than six months has to vacate. Tenant emergency contact forms are updated annually.
6. Susan reported on the Juneau properties. She is very busy with the Mauston Senior Village transition working on leases and ACH forms. WHEDA said we aren’t required to keep the outdated wait list, however we went back to 1/1/25. She discussed the bed bug situation at Fait Family Apartments and has contacted a pest control company. There was discussion of looking into whether we can adjust unit percentages after a certain period of time.
7. Fred reported there are two people interested in one of the Necedah Single Family Houses. The first house has been listed with Castle Rock Realty for 90 days with an asking price of \$324,900.
8. We have assumed ownership of Mauston Senior Village effective January 1, 2026. Three insurance checks were received for roof repairs and we are working on transferring accounts and anything else needed for the project.
9. There is someone interested in renting the East Street house in Beaver Dam for use as a Women’s Shelter. We are considering sale of the Beaver Street house.

10. Fred discussed a reply received from the Division of Housing regarding his inquiry into the Holly Heights Apartments State contract and possible early exit by paying a portion of the grant back. He will develop a board resolution requesting a change of the State contract allowing higher unit percentages allowing for more applicants to qualify for residency.
11. The WHEDA grant for installation of new thermostats and tub/shower conversions at Wyona Lake Apartments has been approved with work to begin soon.
12. Meeting Adjourned - Next Meeting – March 13, 2026