

MORTON COUNTY HOUSING AUTHORITY

QUARTERLY MEETING MINUTES

OCTOBER 14, 2025

The regularly scheduled meeting of the Board of Commissioners of the Morton County Housing Authority was called to order by Tim Duppong, Chairman, on Tuesday, October 14, 2025, at 2:00 p.m., at the Morton County Housing Authority office in Mandan. In attendance, in addition to Tim were Commissioners Woody Barth, Tom Peters, Steve Maershbecker and Carly Retterath. Also, in attendance were Rick Horn and Kayla Golke of the Management Firm. Jackie Buckley, Morton County Commissioner, was also in attendance.

Following a review of the minutes of the meeting of July 24, 2025, Woody made a motion to approve the minutes as previously submitted with Tom seconding. All voted aye. Passed.

The expenditures from July 12, 2025, and October 3, 2025, were reviewed. There was a question regarding the checks to Shani Bordeaux, Coedas LLC and Timothy Zbaracki. These were outstanding HAP and utility allowance checks that were voided and reissued. Tom motioned to accept the expenditures as presented with Steve seconding. All voted aye. Passed.

A discussion was had regarding the HAPs leases, dollars & admin fee earned report handed out by the management firm. As of September 2025, MCHA was spending \$293,664 on 530 vouchers and we received \$305,517. MCHA voucher account has a cash and investment balance of \$1,184,588, the Development Account has a balance of \$376,323 and the Contract Account balance is \$435,786.

Rick presented to the Board the year-to-date voucher activity for the current fiscal year. A discussion regarding the Morton County Housing Authority Voucher Program was had. As of September 2025, our average HAP payment was \$554.08 vs \$280.14 in September 2009. As of September 30, 2025, we had 424 applications received YTD, 98 vouchers issued, 69 vouchers utilized with 27 outstanding vouchers, and we are currently processing 173 applications. We currently have 27 outstanding vouchers as of 9/30/25 compared to 24 as of 12/31/2024. The number of applications that are currently being processed is 173 compared to 129 as of 12/31/2024. Our average HAP as of September 30 is \$554.08 compared to \$518.92 at the beginning of the year.

A discussion regarding 2025 Voucher Equity was had. The HAP Equity balance as of September 2025 was \$49,328.99 and the Admin Equity balance of \$1,167,129.10.

HUD has completed a reconciliation of the January through June 2025 on-going administrative fees. The current estimated pro-ratio factor is 84.513%. The final pro-ratio factor will not be determined until year end. The housing authority did receive a notice of an award of additional funding of \$29,552 due to CY25 admin fees proration increase.

A discussion regarding the FY 2026 Annual Plan – Public Hearing – Board Resolution was had. Carly motioned to accept the Annual Plan with Tom seconding. All voted aye. Passed. Tim signed the documents, and Rick will submit them.

A discussion regarding the 2026 Fair Market Rents was had. The new fair market rents, effective

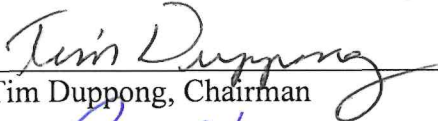
January 1, 2026, are \$980 for an efficiency, \$1,050 for a 1 bedroom, \$1,198 for a 2 bedroom, \$1,666 for a 3 bedroom and \$1,921 for a 4 bedroom.

A discussion regarding the Liberty Heights office lease was had. The Morton County Housing Corporation will not be implementing a rent increase for their tenants for the 2026 calendar year. They have also decided to not do a rent increase for office space as well.

A discussion regarding the Holiday Gathering was had. We have it scheduled for Thursday, December 11th at Bennigan's at 6:00.


A discussion regarding the Management Contract was had. The current contract is for a two-year term. We are allowed to do up to three one-year renewals before a new contract will need to be completed. Jackie Buckley presented a letter from Paul Tokach, Morton County Commissioner, requesting that the Board delay taking action on the management contract until after the current independent investigation being conducted by the County's out-of-state legal council is completed. After some discussion and questions being asked of Jackie Buckley, Tom motioned to extend the contract with HJL Management Company for 1 year with Steve seconding. All voted aye. Passed

Rick informed the Board of change in the voucher housing inspection requirements. INSPIRE, the new housing inspection requirements were to become effective as of October 2025. We have been notified that they will now be effective as of February 2027. There being no further business to come before the Board and the meeting was duly adjourned.



Tim Duppong, Chairman

12-11-25
Date



Rick Horn, Management Agent

12/11/25
Date