

MORTON COUNTY HOUSING AUTHORITY

MEETING MINUTES

APRIL 15, 2026

The regularly scheduled meeting of the Board of Commissioners of the Morton County Housing Authority was called to order by DeNae Kautzmann, Chairwoman, on Wednesday, April 15, 2026, at 3:00 p.m., at the Morton County Commission Room at the Morton County Courthouse in Mandan. In attendance, in addition to DeNae were Commissioners Paul Tokach, Steve Maershbecker, Carly Retterath and Rory Anderson. Also, in attendance were Rick Horn and Kayla Golke of the Management Firm.

No Public Comment.

A discussion was had in regard to the prior board meeting minutes. DeNae recommended that some corrections be made, she would like to add in that the RFP did not match the contract for Brady Martz, a spelling error for council to be corrected to counsel and to correct Recommendation 2F to "All board members have been 'sent' links". Paul also had a recommendation to correct the prior minutes. He would like to add that 2H was also adopted. Carly made a motion to approve the amended minutes with Steve seconding. On a roll call vote, all members present voted Yes. Motion passed 5-0.

The expenditures from March 4, 2026, through April 8, 2026, were reviewed Steve motioned to accept the expenditures as presented with Rory seconding. On a roll call vote, all members present voted Yes. Motion passed 5-0.

The March 31, 2026, financial statements were reviewed. No further questions or discussion.

A discussion was had regarding the HAPs leases, dollars & admin fee earned report handed out by the management firm. As of March 2026, MCHA was spending \$298,056 on 522 vouchers and we received \$296,253. MCHA voucher account has a cash and investment balance of \$1,217,016, the Development Account has a balance of \$385,956 and the Contract Account balance is \$452,938.

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 March 2026, our average HAP payment was \$570.99 vs \$560.63 in January 2026. As of April 8, 2026, we had 178 applications received YTD, 35 vouchers issued, 31 vouchers utilized with 22 outstanding vouchers, and we are currently processing 280 applications. The number of applications that are currently being processed is 280 compared to 208 as of 12/31/2025.

A discussion regarding the 2026 Voucher Equity was had. The HAP Equity balance as of March 2026 was \$102,295.92. The Admin Equity balance as of March 2026 was \$1,150,214.92.

A discussion regarding the Voucher Administrative Fees was had. HUD has released the 2026 HCV Administrative Fee rates. The rate for Morton County will be \$94.60 per voucher utilized. HUD is currently using a preliminary pro-ration factor of 88%. Which translates to \$83.25 per voucher.

A discussion regarding MCH Corporation management contract and office lease was had. MCH Corporation rescinded their 30-Day Notice of Termination. They are willing to work with MCH Authority regarding the management contract and office lease.

A discussion regarding the Bylaws was had. A committee had met to review the Bylaws and any possible changes. Rory has worked on the 1st revisions of the bylaws. Paul recommended a redline be handed out to all the board members so that the changes can be seen. Rory motioned to have two readings for the Bylaw Changes starting at the May meeting with Carly seconding. On a roll call vote, all members present voted Yes. Motion passed 5-0.

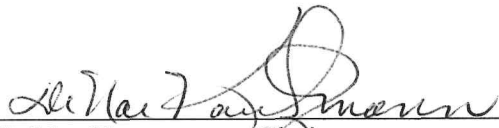
A discussion regarding the HUD correspondence regarding the President's 2027 Proposed Budget was had. The budget is proposing overall cuts to HUD's budget of more than \$10 billion, a decrease of more than 12.7 percent. The proposed budget does include increases for the voucher contract renewals and voucher administrative fees.

A discussion regarding the Independent Accountant's Report on Applying Agree-Upon Procedure and Independent Auditor's Report on Supplementary Information was had. As a part of the electronic financial submission to HUD, our auditors must determine whether the electronic submission information agrees to the audit reporting package.

Other Business:

A discussion regarding the seating situation for future meetings was had. At the next meeting Board Members will sit at the conference table in the back.

Rory motioned to adjourn the meeting with Steve seconding. On a roll call vote, all members present voted Yes. Motion passed 5-0.



DeNae Kautzmann, Chairwoman

5/14/2026
Date



Rick Horn, Management Agent

5/14/2026
Date