

MORTON COUNTY HOUSING AUTHORITY

MEETING MINUTES

JULY 23, 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 Thursday, July 23, 2026, at 2:00 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, Rory Anderson and Carly Retterath. Also, in attendance was Rick Horn of the Management Firm.

No Public Comment.

The minutes from the previous meeting were reviewed. Rory motioned to approve of the minutes as presented with Carly seconding. On a roll call vote, all members present voted Yes. Motion passed 4-0.

The expenditures from June 8, 2026, through July 12, 2026, were reviewed. Paul motioned to accept the expenditures as presented with Rory seconding. On a roll call vote, all members present voted Yes. Motion passed 4-0.

The June 30, 2026, financial statements were reviewed. No questions or discussion.

Rick presented to the Board the year-to-date voucher activity for the current fiscal year. As of June 2026, our average HAP payment was \$606.39 vs \$562.63 in January 2026. As of July 13, 2026, we had 336 applications received YTD, 66 vouchers issued, 60 vouchers utilized with 30 outstanding vouchers, and we are currently processing 344 applications. The number of applications that are currently being processed is 344 compared to 208 as of 12/31/2025.

A discussion regarding the 2026 Voucher Equity was had. The HAP Equity balance as of June 2026 was \$20,258.07. The Admin Equity balance as of June 2026 was \$1,164,462.60.

A discussion regarding the Bylaws Update was had. DeNae stated that there is a secretary and treasurer position open and encouraged board members to volunteer. Rory volunteered for the treasurer position and Carly volunteered for the secretary position. Paul motioned to appoint Rory as treasurer and Carly as secretary with Rory seconding. On a roll call vote, all members present voted Yes. Motion passed 4-0.

Rick presented to the Board the 2025 Administrative Fees Reconciliation. After reconciling the total eligibility for the fiscal year vs the amount of fee obligated, the housing authority had excess fees obligated. The total amount was \$12,447. The amount will be offset against future admin fees disbursed.

A discussion regarding the Attorney General Open Records Opinion was had. In June 2023 an individual emailed Rick on his HJL email asking him for Mandan Public School Board information. Rick directed this individual to reach out to the Mandan District Office for the request. The individual did not agree with Rick's answer and then requested an opinion from the Attorney General. The

conclusion of the Attorney General was that the Housing Authority did not violate NDCC 44-04-18 because a request for records had not been made to the Housing Authority.

A discussion regarding the HAP Set Aside Funds Request for Portability. This looks at your average unit per cost, last year MCHA Ports were \$1,024 and the normal vouchers was \$568. If we were to get the funding for it the average would be \$139,835.00. They will not pay the full amount it will be a percentage. MCHA has applied for this in the past and has gotten some money, but it is not all guaranteed.

A discussion regarding the Management Agreement & Lease with MCH Corporation was had. DeNae stated that the agreement and lease needed to be updated so a subcommittee was formed. Ron Carrick the president of MCH Corporation Board asks MCHA "Do you really want to have this management agreement and why do you want to have it?". The only benefit that was brought up was if the Corporation needed to have the county issue bonds for a building project. DeNae believes that MCH Corp has had more of a relationship with HJL Management than with MCHA. Carly stated that it would clear up prior conflicts with Rick. Paul stated that he believes the relationship between MCHA and MCH Corp has run its course. A letter will be sent out terminating the contract with MCH Corp at the end of November.

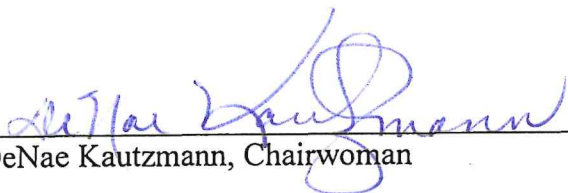
A discussion regarding the Audit Firm was had. DeNae had spoken with the Brady Martz auditor, Mindy Piatz. She had asked if MCHA was terminating their relationship with Brady Martz. At a prior meeting, the housing board had approved terminating the audit services with Brady Martz. DeNae is concerned that the board may have acted too quickly on this decision. Some of DeNae's concerns are there are only 2 audit firms in the area that are qualified to do HUD Audits, she does not want to go outside of the community to find another auditor because Brady Martz physically comes into the MCHA office to do their audits, out of state auditors would probably only do stuff electronically. The other HUD Auditor in town is Eide Bailey and if MCHA were to hire them then the contract is basically handed over to them without them having to bid on it. Carly suggested that in the RFP it is stated that Brady Martz is looking for conflict of interests. There is a shareholder in the Grand Forks office or a senior manager out of Fargo for Brady Martz that MCHA could request to do the oversight of the audit. Carly motioned to reconsider discontinuing using Brady Martz for auditing services with Rory seconding. On a roll call vote, all members present voted Yes. Motion passed 4-0. Carly motioned to go out for RFP for auditing services for the year 2027 with Paul seconding. On a roll call vote, all members present voted Yes. Motion passed 4-0.

A discussion regarding the HUD Review Investigation Documents was had. The prior investigative report has been sent to HUD's regional office, it has been reviewed and sent to the office of the Inspector General. MCHA has asked for a waiver for conflict of interest, but they have not provided a waiver. Rick had asked if his response to the investigative report was also sent to HUD. Paul was unsure if it had been. DeNae said that she would double check to make sure that it was.

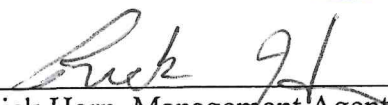
A discussion regarding the Board Meeting Website Posting was had. MCHA posts board meeting minutes on MCHA's website as well as Morton County's website. DeNae had done some research and found that most counties do not do that so she was wondering if a link could be added to the Morton County website that would go to the MCHA website. Paul stated that the commissioners have been trying to be more transparent with all the boards and to make it easier to access information. DeNae stated that under the state statute we need to advise the public as to the meeting and the agenda, she is wondering if it is necessary to post the meeting minutes. Paul wants to make government items

as transparent as possible and that it is a responsibility for MCHA to provide the public with records. There is currently a link on the Morton County website to the Morton County Housing Authority website.

Rory motioned to adjourn the meeting with Carly seconding. On a roll call vote, all members present voted Yes. Motion passed 4-0.


DeNae Kautzmann, Chairwoman

8/13/2026
Date


Rick Horn, Management Agent

8/13/26
Date