

**Town of Norfolk**  
**Norfolk Town Board Special Meeting**  
**July 31, 2024**

The Norfolk Town Board held a Special Meeting on Wednesday, July 31, 2024 at 5:00 PM at the Norfolk Town Hall.

Present: Supervisor Charles Pernice, Deputy Supervisor Eric Molnar, Councilwoman Jean Gang, Councilman Martin Blair Sr. and Councilman Travis Villnave, Town Attorney Eric Gustafson

Also Present: Norfolk Housing Development Administrator - Bonnie Davey, Norfolk Housing Development Board Members - Janie Byrne, Eva Enache, Ilona Joy and Donna Peterson. Rural Development - Bonnie Murray and Norfolk Housing Authority Board Member - Richard Castle.

**CALL MEETING TO ORDER**

Supervisor Pernice called the meeting to order at 5:00pm.

**CURRENT STATUS OF NORFOLK HOUSING DEVELOPMENT**

Bonnie Davey (Norfolk Housing Development Administrator) gave an overview of the current situation at 1 E. High St. with the following points:

- All the current board members want to move on and they have not been able to find any replacements.
- Bonnie would also like to retire and although the job has been posted, they have not had any acceptable candidates come forward.
- There have been comments made over the years (25 years since the building was built and the legal entity formed) that it wasn't set up correctly.
- If the board dissolves, there would be no way to continue operating. The property would then go back to Rural Development (who holds and subsidizes the mortgage). Rural Development would then bid out to find new management.
- Tenants' rent is subsidized through other means. Depending on what happens with ownership of the property, it could mean that current tenants would lose their subsidies.
- Annual budget for the operation is \$186,336.00, Building Administrator position annual salary is currently \$38,000.00 and take approximately 20 hrs per week.

- There are currently 5 directors left on the board and they meet every other month. Corporate Board meets once per year.

There was discussion.

Town Attorney Eric Gustofson noted the following:

- There are a lot of options for how the situation could be solved.
- From his review of the documents, there is nothing illegal about how it's currently set up.
- He inquired if the existing board was willing to stay on for a month or so to see through to a solution. They all indicated that they would.
- Residency is not a requirement to be a board member.

There was more discussion.

Norfolk Housing Authority Board Member Dick Castle noted that neither their board nor staff were interested in taking on responsibility for 1 E. High St.

There was more discussion.

#### **NEXT STEPS:**

- Find new board members.
- Find an administrator.
  - 1<sup>st</sup> choice is to hire someone
  - 2<sup>nd</sup> choice is to hire a property management company
- Next Meeting is scheduled for Thursday, August 29<sup>th</sup> 4:30pm at the Norfolk Town Hall.

#### **ADJOURNMENT**

The meeting was adjourned with a motion by Deputy Supervisor Molnar and Councilwoman Gang. All in Favor – Carried

Supervisor – Charles Pernice  
Deputy Supervisor – Eric Molnar  
Councilwoman – Jean Gang  
Councilman – Martin Blair Sr.  
Councilman – Travis Villnave

Dated: August 6, 2024

Jill M. Molnar – Norfolk Town Clerk