

DUNN COUNTY HOUSING AUTHORITY SPECIAL MEETING
October 15th, 2025

Dunn County Housing Authority President David Twist called the meeting to order at 4:30 P.M. The Board members present were Tim Maul, Lance Larsen, Matt Oase, and Dave Olson (Dunn County Commission representative). Robert Kleemann (Dunn County Commission representative) and Board member Amanda Bangert were not present. Manager Kevin Karvonen was also present.

Board Member Maul made the motion to approve the July 31st, 2025 Regular Quarterly Meeting Minutes and the September 16th, 2025 Special Meeting Minutes, seconded by Board Member Larsen. All voted aye on a roll call vote. M/C

Board Member Larsen made the motion to present the Housing Incentive Buyback Program & Agreement as presented with changes, seconded by Board Member Maul. All voted aye on a roll call vote. M/C

Board Member Oase made the motion to accept the Manager's Quarterly Report for 3rd Quarter 2025 from Managers Kevin & Lena Karvonen, seconded by Board Member Maul. All voted aye on a roll call vote. M/C

Board Member Oase made the motion to approve the bills, seconded by Board Member Maul. All voted aye on a roll call vote. M/C

The Board discussed snow removal at the housing units, and a name change for the units.

The Dunn County Housing Authority set the next Quarterly Meeting for January 21st, 2026 at 4:30 PM at the Dunn County Courthouse in the Veterans' room.

Having no further business, Board Member Oase made the motion to adjourn, seconded by Board Member Maul. The meeting was adjourned at 5:53 P.M.

Financial Report:

Checking:\$116,750.20

Savings:\$12,563.04

Total in the bank:\$129,313.24

Deposits:

August:\$6600

September:\$5775 - no occupancy - 585

October:\$7015 – half of October & Security Deposit - 585

Bills:

Tanner Werkhoven:

\$1175.00 - 8 Dryer vents

\$2400.00 - 8 Furnace Vents - Still has 575 to do since there was water on the floor from the AC freezing up

Kevin Karvonen:

\$600.00 - Managers - September
\$600.00 - Managers - October

Orlandos Versatile Construction:
\$875.00 - Painting - 555

Martin's Welding & Refrigeration:
\$414.50 - Capacitor - AC - 565

Cooperative Legal Services PLLC:
\$3315.00 - Buyback agreement - 2 invoices

AccuSourceHR, INC:
\$76.09 - Background check - 585 tenant - tenant paid - money deposited

Western Choice Cooperative:
\$9.99 - Fogger Insect
\$8.81 - Lawnmower gas

FIBT credit card:
\$1.00 – Interest Charge Purchase
\$480.75 – Menards - \$86.31 – Furnace filters, Menards - \$394.44 – cleaning supplies,
vacuum, kitchen light, parts for repairs

Bills to be paid:

Big T Lawn Sprinklers:
\$270.00 - Blowout sprinklers

MDU:
\$37.54 - 585 - September - No occupancy

Minutes are subject to review and revisions.
David Twist, Dunn County Housing Authority President
Matt Oase, Dunn County Housing Authority Secretary