

MEETING MINUTES

SEPTEMBER RESIDENT MEETING

Date: September 30, 2025

Time: 1:30 PM

IN ATTENDANCE

Staff: Christine Wheelock, Erin Reismann, CSW, Josh Wendt, Emma Boushele, Melanie Bloechl, Lori Duclon RN

Tenants: 26 residents

LORI DUCLON

She introduced herself and her role with the Housing Authority. Discussed nurse open hour monthly but call to see them when you need them during the other time. The nurse can take your expired meds for proper disposal. Do not flush them down in the toilet or put them in the garbage. They also can exchange your sharps containers. Do not put them in detergent bottles. There will be a flu shot clinic later in the month. Discussed that if you are feeling sick, she asked tenants to wear a mask especially in the elevator, proper hand washing and proper coughing procedure.

CHRISTINA

She discussed the grievance procedure and the proper form to use which is located by the office. She asked that you only put recycling items in the recycling containers located throughout the building. If people continue to put garbage in them, she will have them removed. Summitt is still installing the new smoke and fire alarms in the apartments. They are doing 11th floor today and 12th floor tomorrow. Notice will be given when they are going to have to test the whole building along with the fire department to make sure that it is working properly. Please do not let in anyone to the building that is not your own personal guest. She asked if you are using the public washers and dryers that you are emptying them in a timely fashion. Discussed the new cameras throughout the building.

JOSH WENDT

He went through the new fire alarm system with the tenants. The new system will no longer set off the whole building if it is tripped in the apartment. If there is smoke present and trips the alarm, it will turn itself off once the smoke is dissipated. If there is smoke detected in the common areas or the sprinklers go off in anyone's apartment, the whole building will be alerted. If you have an actual fire in your apartment, please make sure you pull a fire alarm station located in the common area so the whole building is alerted. Use the stairs during an event of a fire. He also brought up that the cooling tower on the top of the building that is responsible for providing air conditioning to the apartments will be shut down once the overnight temperatures start to chronically get to freezing at night which has been around late November or early December in recent years past. Once that is done, you will no longer be able to use air conditioning in your apartments. You can use heat all year round. Josh also brought up that the elevator was down over the weekend and he is not aware that anyone called the after hours on-call maintenance as he has notified on-call that when the large elevator is down, it needs to be addressed due wheelchairs. He encouraged that people do not physically push the elevator door to open it or hold the elevator door for an extended period of time as this creates problems. If the doors are closing, you can simply wave your hands in front of the door as there is a sensor and the doors will open.

ERIN REISMANN

Erin went over her role at the property and the differences her role is to the property manager. She reminded everyone that her office is now on the 1st floor and her open office schedule which is Monday and Wednesdays all day and Tuesdays and Thursdays from 1:30pm – 4pm. She recommended if you need something to set up an appointment. She also discussed Medicare Open Enrollment starting on October 15 to December 7 and recommended that you come see her for benefit counseling. She reminded everyone to check out the "It's The Time of Your Life Senior Expo" being held at the convention center on October 1st. She asked if you know someone is in the hospital or nursing home that you let her know so she can follow up with the tenant. She also informed everyone that the red tag system will be dissolving on October 15th. She also discussed activities in the building as she can help foster activities but it needs to be resident driven and ran by residents so if anyone had something they would like to start to talk to her.