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**MINUTES OF A REGULAR MEETING
OF THE HOUSING AND REDEVELOPMENT
AUTHORITY OF AUSTIN, MINNESOTA**

Date & Time: August 20, 2020 at 3:30 PM

**Meeting was held virtually via Zoom as provided by Minn. Statute 13D.021, Subd 1 condition 1
All voting was done by roll call.**

1.) Roll Call.

Commissioners Present: Jerome McCarthy, Chair
Carole Granholm
Vernon Lippert
Paul Fischer
Jason Baskin
Laura Helle

Commissioners Absent: Marvin Repinski

HRA Staff Present: Taggert Medgaarden, Executive Director
Angela Felten, Finance Director
Lori Wieseler, Administrative Assistant

There being a quorum, the meeting was called to order by Chair McCarthy.

2.) Approval of Minutes of July 15, 2020 Regular Meeting

It was moved by Commissioner Helle and seconded by Commissioner Lippert to approve the minutes of the regular meeting held on July 15, 2020. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

3.) Approve Accounts Payable

It was moved by Commissioner Baskin and seconded by Commissioner Lippert to authorize payment of the list of accounts payable. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

Finance Director Felton informed the board that our Health Insurance Company issued the HRA back a check as a form of “reward” for keeping our medical insurance claims down. It was suggested by them that we direct these funds into a wellness incentive program. Discussion on its use to come at a later date. It was moved by Commissioner Baskin and seconded by

Commissioner Helle to approve the use of these funds for a wellness incentive. All present voted in favor thereof, none in opposition thereto. Motion was declared passed and carried.

Also brought to the attention of the board by Finance Director Felton was that one of our Public Housing CD's had been called. When she researched interest rates she found that the interest rate for our Money Market account was actually higher than that of the CD. She asked for approval to leave the funds from this CD in the Money Market account at the higher rate. Motion was made and seconded by Commissioners Fischer and Granholm to approve leaving these funds in the Money Market account. All present voted in favor thereof, none in opposition thereto. Motion was declared passed and carried.

4.) Public Housing

a. Twin Towers sprinkler head update

Executive Director Medgaarden addressed the Board in regards to the progress and contractor timelines with the Twin Towers sprinkler damages. We were currently waiting on asbestos test results and in that process we were also told that mold is beginning to become an issue. The area (first floor laundry) is contained and is being disinfected and going forward the apartments in question will also be disinfected before the tenants are permitted to move back in.

b. Approve Parking Lot change order

When we originally planned the work for the Twin Towers and Pickett Place parking lots, we did not include the parking lot at the HRA office because it was believed that we would be over budget. However, after completing the lots at TT and PP we came in at \$17,000 under budget. The parking lot at the HRA office has a drain issue due to a broken tile line that needs to be repaired. The total cost for replacing the tile and resurfacing the lot is \$34,400 of which the \$17,000 from the Twin Towers and Pickett Place project would be used and the balance coming from the Capital Budget public housing funds that need to be used before next spring. Motion was made and seconded by Commissioners Baskin and Lippert to approve Change Order #1 to Ulland Brothers in the amount of \$34,400. All present voted in favor thereof, none in opposition thereto. Motion was declared passed and carried.

5.) Market Rate Housing

a. Approve Waster Softener replacements at Chauncey and Courtyard

Unfortunately, the water softener in the Chauncey building stopped working. In the process of procuring bids for a new unit (5) Executive Director Medgaarden thought it wise to check on the unit at Courtyard since it is 5 years older. As it turns out, that softener was out as well. The cost per unit is about \$6,000 each. Motion was made and seconded by Commissioners Fischer and Lippert to approve the replacement of the two waster softeners. All present voted in favor thereof, none in opposition thereto. Motion was declared passed and carried.

6.) Executive Director Reports:

a. General-Fund Resolution #629 to adopt Budget and Tax Levy for FYE 9/30/21

This years levy was up slightly from last year however the only big change being the Riverland House project. Motion was made and seconded by Commissioners Helle and Granholm to adopt The Budget and Tax Levy for FYE 9/30/21. All present voted in favor thereto, none in opposition thereof. Motion was declared passed and carried.

b. Wages-Motion to adopt a new wage schedule effective 10/01/2020

Executive Director Medgaarden and Finance Director Felten provided the Board with a wage schedule showing the rates at increases of 3%-6%. Executive Director spoke of the City of Austin's comp and class study and its pressure on the HRA to try to keep in line with wages.

He recommended to the Board an increase of 4%. Chair McCarthy and Commissioner Baskin both expressed support for the 4% as it is in line with the current tax levy. Motion was made and seconded by Commissioners Helle and Granholm to adopt the new wage schedule effective 10/01/20 with the increase at 4%. All present voted in favor thereof, none in opposition thereto. Motion was declared passed and carried.

c. Former Gold Cross building update

Executive Director Medgaarden gave an update on the progress of the former Gold Cross building. All is going very well and should be ready to rent the house within a couple weeks.

d. Approve Purchase Agreement/Sale of Lot 4 at North Pointe

The HRA has a purchase agreement with New Age Properties to sell Lot #4 at North Pointe for \$15,500 with the agreement they will start building within a year of closing otherwise we will refund the principal amount of \$15,500 and reclaim ownership of the property. The lot is next to where Riverland is building their house and is similar in specs and price. Motion was made and seconded by Commissioners Granholm and Fischer to approve the Purchase Agreement for Lot #4 at North Point to New Age Properties in the amount of \$15,500. All present voted in favor thereof, none in opposition thereto. Motion was declared passed and carried.

e. Review and Approve purchase of Riverland house to be moved.

Executive Director Medgaarden brought forth a proposal that he had been working on with Riverland on the house that the students built last year. Since they did not have a lot to build on the house is at the campus and will need to be moved. Essentially the HRA would cover the costs of the materials for the house to date and also new material to build a garage and pour a foundation. In turn, the students will build the garage and pour the foundation on a lot that is being donated to the HRA. The house will then be moved to the lot. Total cost estimate for the project is \$121,500 for a new 3 bedroom house with garage. When completed the house would be put on the market and hopefully sold for enough to cover costs. Motion was made and seconded by Commissioners Baskin and Fischer to move forward with the purchase and move of the Riverland house. All present voted in favor thereof, none in opposition thereto. Motion was declared passed and carried.

f. Accept donated lot at 703 10th Ave SE

This is the donated lot mentioned in regards to the Riverland house. Motion was made and seconded by Commissioners Fischer and Helle to accept the donated lot at 703 10th Ave SE. All present voted in favor thereof, none in opposition thereto. Motion was declared passed and carried.

g. 106 2nd St SE (Fuller House) update

The HRA has at last closed on the property at 106 2nd St SE and in collaboration with The City of Austin will be working to get it demolished. Hopefully soon we will have a nice vacant lot that can be put to good use.

7.) Adjourn

There being no further business it was moved by Commissioner Lippert and seconded by Commissioner Baskin to adjourn the meeting. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

SEAL

Jerome McCarthy, Chair

Jason Baskin, Secretary