

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

**September 21, 2005**

**1.) Roll Call.**

The regular meeting of the Housing and Redevelopment Authority of Austin, Minnesota was held at 4:30 PM, September 21, 2005, at the HRA Office. The meeting was called to order by Chairperson Jorgenson. Present were Commissioners Lang, Nordin, Christopherson, Pacholl, Nelson, and Schlieve. Also present were Executive Director Hurm, Deputy Director for Community Development Smith, HRA Finance Director Detloff, Deputy Director of Housing Volstad, HUD Minneapolis Area Director Dexter Sidney, and Architect Paul Johnson.

**2.) Approval of the meeting minutes of August 17, 2005.**

It was moved by Commissioner Nordin and seconded by Commissioner Christopherson to approve the minutes of the regular meeting of August 17, 2005. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

**3.) Approval of the claims for payment.**

It was moved by Commissioner Lang and seconded by Commissioner Pacholl to authorize payment of the list of claims for payment as presented. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

**4.) HUD Counseling Agency Designation.** The Director of the Department of Housing and Urban Development (HUD) Area Office in Minneapolis congratulated the Austin HRA on being designated as a HUD approved housing counseling agency. This designation allows the HRA to expand its role in providing counseling to clients with regard to home buying, renting, foreclosure prevention and other issues related to housing. The Austin HRA is the first agency in southern Minnesota to

receive HUD approval as a counseling agency. Julie Ackland was commended for her work in gaining approval for the counseling program.

Mr. Sidney was able to visit the Twin Towers before the meeting. He said the building was in "pristine" condition and the HRA should be proud of the facilities.

## **5.) Executive Director Reports.**

**a.) Usem Body Shop Property - Award bid for demolition and parking lot.** Architect Paul Johnson presented the results of the bidding for demolition and construction of a parking lot on HRA property immediately west of the Austin Courtyard Apartments. Two bids were received. It was moved by Commissioner Nordin and seconded by Commissioner Pacholl to accept the low bid of \$79,912.00 from Hansen Hauling and Excavating. It was further moved to accept the three recommended alternates as presented for an additional \$6,865.00. All present voted in favor of the motion, none in opposition thereto. The Chairperson declared the motion passed and carried.

A breakdown of the funding for the project was distributed. Demolition will begin as soon as the required waiting period has passed, within two weeks.

**b.) Motion to approve Wage Schedule effective 10/1/05.** Director Hurm presented the recommended wage adjustments for all HRA employees. The recommended wage adjustments will be effective for the fiscal year beginning October 1, 2005. It was moved by Commissioner Nordin and seconded by Commissioner Pacholl to approve the wage implementation schedule as presented. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

## **6.) Public Housing.**

**a.) Resolution to approve FYE 9/30/06 operating budget.** Sherri Detloff presented the proposed public housing operating budget for the fiscal year ending 9/30/06. The budget line items are the same as the 2005 budget for the most part with increases based on past experience and anticipated cost increases. Following HUD direction the three public housing projects will be accounted for separately.

It was moved by Commissioner Nordin and seconded by Commissioner Lang to approve the Public Housing Budget for the fiscal year ending 9/30/2006 as presented. All present voted in favor of the motion, none in opposition thereto. The Chairperson declared the motion passed and carried.

b.) **Resolution to write off bad debts.** The following resolution amounting to \$2,251.00 was introduced by Commissioner Lang and seconded by Commissioner Nordin.

**RESOLUTION #428  
RESOLUTION ACCEPTING COLLECTION LOSSES FOR  
PUBLIC HOUSING AND MARKET RATE HOUSING PROJECTS**

All present voted in favor of the resolution, none in opposition thereto. The Chairperson declared the resolution passed and adopted. The Commissioners were reminded that even after the debts are written off, the HRA maintains a record of the debts and utilizes available means of collection.

c.) **Award bid for Property, Liability and Auto Insurance.** Bids were solicited for property and liability and auto insurance for public housing. Six insurance agents requested bid documents. Only one bidder, the League of Minnesota Cities, submitted a complete bid package.

It was moved by Commissioner Nordin and seconded by Commissioner Lang to accept the bid from The League of Minnesota Cities. The accepted bid for \$71,716 will specify a \$2,500 deductible. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

d.) **Scattered Sites - Award bid for vinyl flooring.** Bids were solicited for new underlayment, vinyl flooring, and vinyl base for the scattered site rehab project. It was moved by Commissioner Lang and seconded by Commissioner Pacholl to accept the low bid of \$31,615.00 from Doors and Floors. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

e.) **Scattered Sites - Approve change orders on rehab project.** It was moved by Commissioner Nordin and seconded by Commissioner Lang to authorize the following three change orders for the Scattered Sites rehab project.

1. Austin Electric - Change Order #3 - \$3,386.40
2. Fox Electric - Change Order #2 - \$3,750.00
3. Dolan's Landscaping & Spas - Change Order #1 - \$6,868.78

All present voted in favor of the motion, none in opposition thereto. The Chairperson declared the motion passed and carried.

**7.) Market Rate Housing.**

**a.) Award bid for Property and Liability Insurance.** It was moved by Commissioner Nordin and seconded by Commissioner Pacholl to accept the bid from the League of Minnesota Cities for \$35,104.00. The quoted rate specifies a \$2,500.00 deductible. All present voted in favor of the motion, none in opposition thereto. The Chairperson declared the motion passed and carried.

**8.) Other business.**

**Flood:** Commissioner Lang spoke in reference to the pending commercial flood buyout program. He said that he would support selling land in the HRA's Roundhouse Addition at \$1.00 per acre to the businesses being offered buyouts through the City of Austin Flood Program. The City should be in position to make the flood acquisition offers later this year.

**Resignation of Chairperson:** Chairperson Michelle Jorgenson announced that she is relocating to Wisconsin and is resigning her position on the HRA Board.

**9.) Adjourn.** There being no further business it was moved by Commissioner Nordin and seconded by Commissioner Pacholl to adjourn the meeting. All present voted in favor thereof, none in opposition thereto. The Chairperson declared the motion passed and carried.

---

Michelle Jorgenson, Chairperson

SEAL

---

Gloria M. Nordin, Secretary

