



308 Second Ave. NE, Austin, MN 55912  
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Website [www.austinhra.org](http://www.austinhra.org)

## **REGULAR MEETING AGENDA**

**THURSDAY, JANUARY 21, 2021 @ 3:30 PM**

Please let Taggart or Lori know if you cannot attend this meeting.

Four Commissioners must be present to constitute a quorum.

1. **Roll Call.**
2. Approve **Meeting Minutes** of November 19, 2020.
3. Review **Accounts Payable** Invoices.
4. **Election of Officers:**  
Chair, Vice-Chair and Secretary Positions.
5. **Public Housing & Section 8:**
  - a. Fair Market Rents—Resolution 633 to Approve New payment Standards
  - b. PH Flat Rents & Utility Allowances
  - c. Approve TT Security Camera Updates
  - d. Approve PP Lighting Upgrades/Parking Lot
  - e. Approve PP Boiler Controls
  - f. POHP Borrowing Resolution for Scattered Sites
6. **Market Rate Housing:**
7. **Executive Director Reports:**
  - a. Approve Trans House Bids—Electrical, Basement water control solution (Hormel Foundation Grant)
  - b. HAI Group
  - c. North Pointe
  - d. HRA Website
  - e. Chip Loan Program (Hormel Foundation Grant)
8. **Adjourn.**



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

**1.) Roll Call.**

**Date & Time: January 21, 2021 @ 3:30 PM**

Commissioners Present:	Jerome McCarthy	In person
	Michael Postma	Via Zoom
	Paul Fischer	Via Zoom
	Carole Granholm	Via Zoom
	Vern Lippert	Via Zoom
	Oballa Oballa	Via Zoom

Commissioners Absent: Marvin Repinski

HRA Staff Present:	Taggert Medgaarden, Executive Director	In person
	Lori Gansen, Administrative Assistant	In person
	Angela Felten, Finance Director	In person

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

**2.) Approval of Minutes**

It was moved by Commissioner Lippert and seconded by Commissioner Postma to approve minutes of the regular meeting held on November 19, 2020. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

**3.) Approval of Accounts Payable**

It was moved by Commissioner Fischer 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.

**4.) Election of Officers:**

After Chair McCarthy welcomed the new board members, Executive Director Medgaarden

informed the Board that Chair McCarthy and Co-chair Lippert had both expressed interest in retaining their positions on the board. Also, Commissioner Fischer had expressed interest in the vacant Secretary position. Motion was made and seconded by Commissioners Postma and Oballa to approve the Board officers. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

### **5). Public Housing & Section 8**

#### **a. Fair Market Rents—Resolution 633 to Approve new Payment Standards**

Each year HUD sends out what they have calculated for the Fair Market Rents. We as a Housing Authority are required to keep our payment standards between 90-110% of those Fair Market rents. Previously we had kept our Vouchers at the 90%. It has become increasingly difficult for renters to find adequate housing in that price range. For that reason, we have decided to raise our payment standard for our 0, 1 & 2 bedroom vouchers to 100% and leave the 3, 4 & 5 bedroom vouchers at 90%. This change would become effective 2-1-2021. Motion was made and seconded by Commissioners Fischer and Lippert to approve Resolution 633-New Payment Standards effective 2-01-2021. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

#### **b. PH Flat Rents & Utility Allowances**

It is the recommendation of Executive Director Medgaarden that we keep the Flat Rents the same for this upcoming year. ED Medgaarden also recommended to the Board that the Utility allowances for the 2 bedroom Scattered Sites go from \$169 to \$174 and the 4 bedroom units from \$247 to \$255. Motion was made and seconded by Commissioners Lippert and Postma to approve the increase of the Utility Allowances effective 2/1/2021. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried. Motion was made and seconded by Commissioners Fischer and Lippert to approve the PH Flat Rents. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

#### **c. Approve TT Security Camera Upgrades**

ED Medgaarden secured four bids for upgrades to the existing Security System at Twin Towers. Bids ranged from \$47,135-\$77,180. ED Medgaarden recommended awarding the bid to Custom Alarm in the amount of \$47,135. Motion was made and seconded by Commissioners Fischer and Lippert to award the bid for the updates to the security system at Twin Towers to Custom Alarm. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

#### **d. Approve PP Boiler Controls**

ED Medgaarden secured three bids for replacing the Boiler Controls at Pickett Place. Bids ranged from \$9,450- \$19,500. ED Medgaarden recommended awarding the bid to Decklever Mechanical in the amount of \$9,450. Motion was made and seconded by Commissioners Lippert and Postma to award the bid for replacing the Boiler Controls at Pickett Place to Decklever Mechanical. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

#### **e. POHP Borrowing Resolution # 634 for Scattered Sites**

Ed Medgaarden recommended to the Board approval of Resolution 634 Borrowing Resolution to close out the POHP grant from the MHFA that was used for the Door and Window project on the Scattered Sites. Motion was made and seconded by Commissioners Lippert and Fischer to approve Resolution #634 POHP Borrowing Resolution with the MHFA. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

## **6.) Market Rate Housing**

### **7.) Executive Director Reports**

a. Approve Trans House Bids—Electrical, Basement water control solution (Hormel Foundation Grant)

The HRA had applied for and was granted dollars from the Hormel Foundation to make improvements to the Transitional House. ED Medgaarden secured three bids for the electrical upgrades needed with the lowest coming from Fox Electric for \$12,225. He also secured three bids for the basement water control issues with the lowest coming from Basement Water Control in the amount of \$10,850. ED Medgaarden recommended to the Board to award the electrical bid to Fox Electric and the basement waster issue bid to Basement Water Control. Motion was made and seconded by Commissioners Fischer and Postma to award the electrical upgrades bid to Fox Electric in the amount of \$12,225 and the basement water issue bid to Basement Water Control in the amount of \$10,850. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

b. HAI Group

ED Medgaarden informed the Board that he had been asked to be on the Insurance Solutions Group through our property & liability insurance company HAI.

c. North Pointe

Through our partnership with RCC to build the house in North Pointe we have found that it is somewhat difficult and costly connecting to the sewer and water due to its depth. This issue has been a sticking point with new developers. Ed Medgaarden was looking to the Board for its thoughts on possibly putting in the sewer and water connections for the other lots that we are trying to sell to make them more appealing to perspective buyers. It was recommended that we find out more about what the cost will be.

d. HRA website

ED Medgaarden informed the Board that we will be updating the HRA website.

e. Chip Loan Program (Hormel Foundation Grant)

ED Medgaarden had applied for a \$100K grant from the Hormel Foundation to expand our CHIP program with the HRA matching funds over two years. The HRA was granted \$75K by the foundation for the program. This expansion is to address the aging housing stock in Austin. It differs from the original CHIP program in that with this the homeowner can use the funds for updates and remodeling or additions. The income requirements are higher as are the loan amounts and it is our hope that the program is well utilized.

## **8.) Adjourn**

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

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Jerome McCarthy, Chair

SEAL

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Paul Fischer, Secretary