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

1.) Roll Call.

Date & Time: August 19, 2021 @ 3:30 PM

Commissioners Present: Jerome McCarthy
Vern Lippert
Michael Postma via zoom
Paul Fischer
Oballa Oballa via zoom
Marvin Repinski

HRA Staff Present: Taggert Medgaarden, Executive Director
Lori Gansen, Administrative Assistant
Angela Maiden, Finance Director

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

2.) Approval of Minutes

It was moved by Commissioner Fischer and seconded by Commissioner Oballa to approve minutes of the regular meeting held on July 15, 2021. 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 Oballa 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.) Public Housing & Section 8

a. Review 5 Year Capital Improvement Plan & Annual Plan

Executive Director Medgaarden and Finance Director Maiden outlined for the Board the 5 Year Capital Improvement Plan and Annual Plan and how they are formulated in regards to what projects are included. While the Capital Improvement Plan is related more to financial aspects of Public Housing the Annual Plan is related more to the statistics of our waiting lists; how long the

lists are, how long a person/family may be on the list, what areas are we marketing to find tenants to fill vacancies, etc.

b. Set date for Public Hearing on 5 Year Capital Improvement Plan & the Annual Plan
After review, the date for the Public Hearing for the 5 Year Capital Improvement Plan & the Annual Plan was set for October 21, 2021 at 3:30. Motion was made and seconded by Commissioners Lippert and Fischer to approve the date for the Public Hearing for the Public Hearing for the 5 Year Capital Improvement Plan & the Annual Plan. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

c. PP Security Camera Upgrade & Entry Access---Key/Fob Upgrade (CIP)
Executive Director Medgaarden received three bids for the upgrades to the security camera system and entry access system at Pickett Place with the lowest coming from Custom Alarm in the amount of \$62,600. Motion was made and seconded by Commissioners Fischer and Lippert to award the bid for the Pickett Place security camera upgrade and entry system upgrade to Custom Alarm in the amount of \$62,600. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

5.) Market Rate Housing

6.) Executive Director Reports

a. General-Fund Resolution to adopt Budget and Tax Levy for FYE 9/30/2022
After outlining a few minor changes, Executive Director Medgaarden recommended the Board approve the General Fund Resolution to adopt the Budget and Tax Levy for FYE 9/30/2022. Motion was made and seconded by Commissioners Repinski and Fischer to approve the Resolution to adopt the Budget and Tax Levy for FYE 9/30/2022. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

b. Wages-Motion to adopt new wage schedule effective 10/01/2021
Executive Director Medgaarden brought to the Board a wage table showing the different amounts in regards to percentage of increase and what those increases could potentially cost per year. After some discussion it was proposed to increase the employee wages by 4%. Motion was made and seconded by Commissioners Lippert and Fischer to approve the wage increase of 4%. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

Also, it was recommended by Executive Director Medgaarden that a new position be created, that being a Lead Maintenance Manager. This would not be a new position, but would create a main contact person for coordination of services for the different buildings.

c. Approve bid for Sewer and Water for Lots 6-9 at North Pointe
One of the issues we had when doing the Riverland House Project is that the sewer and water are buried very deep (23 feet) and the cost for attaching to them is approximately \$20k. A recommendation was made to bring the sewer and water for the North Pointe Lots 6-9 to accessible levels all at one time at a cost of \$48,676. Executive Director Medgaarden sought bids from three different excavation sources and received a bid from one, Hansen Hauling. Motion was made and seconded by Commissioners Fischer and Repinski to award the bid for the Sewer

and Water for North Pointe Lots 6-9 to Hansen Hauling in the amount of \$48, 676. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

7.) Adjourn

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

Jerome McCarthy, Chair

SEAL

Paul Fischer, Secretary