

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

February 3, 2010

1.) Roll Call.

The regular meeting of the Housing and Redevelopment Authority of Austin, Minnesota was held February 3, 2010 at 4:30 P.M. at the HRA Office. The meeting was called to order by Vice-Chairman Pacholl. Present were Commissioners Schlieve, Poshusta, Repinski, and Prenosil. Also present were Executive Director Hurm, Deputy Director for Community Development Smith, Finance Director Detloff, and Deputy Housing Director Volstad, and Deputy Director of Family Housing Mattson. Past Chairman Jay Nelson addressed the Commissioners. He said he enjoyed his years on the HRA Board of Commissioners. He welcomed the new board members and wished them well.

3.) Election of Officers.

It was moved by Commissioner Schlieve and seconded by Commissioner Prenosil to nominate Commissioner Pacholl as Chairman of the HRA Board. There were no further nominations. All present voted in favor thereof, none in opposition thereto. The Vice-Chairman declared the motion passed and carried.

It was moved by Commissioner Repinski and seconded by Commissioner Schlieve to nominate Commissioner Poshusta as Vice-Chair of the HRA Board. There were no further nominations. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

It was moved by Commissioner Repinski and seconded by Commissioner Prenosil to nominate Commissioner Schlieve as Secretary of the HRA Board. There were no further nominations. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

The following are the officers as a result of the election effective 2/3/2010:

Chairman	Richard Pacholl
Vice-Chair	Joyce Poshusta
Secretary	Shirley Schlieve

3.) Approval of Minutes.

It was moved by Commissioner Schlieve and seconded by Commissioner Poshusta to approve the minutes of the regular meeting of November 24, 2009. All present voted in favor thereof, none in opposition thereto. The Chairman declared the motion passed and carried.

4.) Approval of Accounts Payable.

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

5.) Other Business.

a. **Resolution to add Part 85 compliance language to Amendment A "Buy American" of the Procurement Policy.**

HUD is requiring that the HRA Procurement Policy be amended to add the following paragraph to Amendment A of the Procurement Policy:

"Any requirements relating to the procurement of goods and services arising under state and local laws and regulations shall not apply to Capital Fund Stimulus Grants. The PHA shall instead follow the Part 85 requirements."

The following resolution was introduced by Commissioner Schlieve and seconded by Commissioner Poshusta.

**RESOLUTION #482
RESOLUTION ADDING PART 85 COMPLIANCE TO
AMENDMENT A OF THE AUSTIN HRA'S PROCUREMENT POLICY**

All present voted in favor of the resolution, none in opposition thereto. The Chairman declared the resolution passed and adopted.

- a. **Review Section 8 SEMAP Score.** Karen Mattson completed and submitted the Section 8 Management Assessment Program Certification (SEMAP), for the fiscal year ended 9/30/2009. The report scored 130 of 130 possible points for a high performance rating.

6.) Public Housing - Capital Fund Bids.

- a. **Pickett Place - Motion to award bid for Fire Alarm System Replacement.** Public Bids were solicited for the replacement of the fire detection system at Pickett Place. The existing system is original to the building. It is not up to current building codes and repairs are becoming more difficult due to the age of the system. This project will be funded by stimulus funds from the American Recovery and Re-investment Act (ARRA). Three bids were received. It was moved by Commissioner Schlieve and seconded by Commissioner Repinski to accept the low bid from Brothers Fire Protection for \$125,989.00. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

- b. **Twin Towers - Motion to award bid for Installing Handicap/Low Flow Toilets, Shut-offs, Supply lines and New Kitchen Faucets.** Public bids were solicited to provide and install new low-flow handicap height toilets, new shut-offs, supply lines and kitchen faucets at the Twin Towers. This project will be funded by stimulus funds from the American Recovery and Re-investment Act (ARRA). Three bids were received. It was moved by Commissioner Schlieve and seconded by Commissioner Poshusta to accept the low bid from Harty Mechanical for \$164,900.00. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

- c. **Twin Towers - Motion to award bid for Fluorescent Lighting Retrofit.** Quotes for retrofit and replacement of fluorescent lighting at the Twin Towers were solicited. The project will replace the existing lighting with new more efficient T-8 lamps. This project will be funded by stimulus funds from the American Recovery and Re-investment Act (ARRA). Four quotes were received. It was moved by Commissioner Poshusta and seconded by Commissioner Schlieve to accept the low bid from Fox Electric for \$33,145.00. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

- d. **Pickett Place - Motion to award bid for Fluorescent Lighting Retrofit.** Quotes were solicited to retrofit all the fluorescent lighting at Pickett Place to accommodate T-8 lamps. The funds are from the ARRA grant. Four quotes were received. It was moved by Commissioner Repinski and seconded by Commissioner Prenosil to accept the low bid from Schammel Electric for \$18,200.00. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

- e. **Motion to award bid for Hallway Carpeting.** Quotes were solicited to replace the hallway and office carpeting at Pickett Place. Funds are from the ARRA grant. Three quotes were received. It was moved by Commissioner Repinski and seconded by Commissioner Schlieve to accept the low bid from Thoroughbred Carpet for \$23,922.64. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

7.) Public Housing.

- a. **Resolution to change wording in the Flat Rents section of the Public Housing Admission and Occupancy Policy.** Karen Mattson request approval of a resolution amending the Admissions and Continued Occupancy Policy for public housing that eliminates the "ceiling rents" section and clarifies how "flat rents" are established. The following resolution was introduced by Commissioner Repinski and seconded by Commissioner Poshusta.

b.

**RESOLUTION #483
RESOLUTION TO CHANGE THE PUBLIC HOUSING
ADMISSION AND CONTINUED OCCUPANCY POLICY (ACOP)**

All present voted in favor of the resolution, none in opposition thereto. The Chairman declared the resolution passed and adopted.

- c. **Resolution to increase Flat Rents.** Karen Mattson analyzed the market rents in Austin to justify an increase in the flat rents for the HRA's public housing projects. The flat rents have not been adjusted since October 1999. The following resolution was introduced by Commissioner Repinski and seconded by Commissioner Schlieve to increase flat rents in all categories by \$50 per month.

**RESOLUTION #484
RESOLUTION TO INCREASE THE FLAT RENTS
FOR ALL PUBLIC HOUSING UNITS**

All present voted in favor of the resolution, none in opposition thereto. The Chairman declared the resolution passed and adopted.

8.) Adjournment: There being no further business it was moved by Commissioner Schlieve and seconded by Commissioner Prenosil to adjourn the meeting. All present voted in favor thereof, none in opposition thereto. The Chairman declared the motion passed and carried.

Richard Pacholl, Chairman

SEAL

Shirley Schlieve, Secretary

