



308 Second Ave. NE, Austin, MN 55912
Phone 507-433-1866 Fax 507-433-8317
Website www.austinhra.org

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

Date & Time: June 17, 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 Manager
Lori Wieseler, Administrative Assistant

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 Granholm to approve minutes of the regular meeting held on May 21, 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 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.) Finance Update: Financial Director

Finance Director Felton explained to the board that several of the PH CD's will either be coming due or are callable and requested board approval to reinvest those funds at the prevailing interest rate, currently .6%. Motion was made and seconded by Commissioners Helle and Granholm to approve the reinvestment of these funds at the prevailing interest rate. All present voted in favor thereof, none in opposition thereto. Motion was declared passed and carried.

5.) Executive Director Reports

a. Hormel Foundation Grants

Executive Director Medgaarden outlined for the board two potential projects that he will be seeking the grant from the Hormel Foundation. The first project is items that were identified by the insurance company as items that needed to be remedied: its electrical service is outdated and there is water leaking into the basement. The grant dollars would go towards new electric service and fixing the foundation and adding sump pumps to alleviate the water issues. Also needed is a poured driveway. The existing driveway is gravel. By fixing this it will make snow removal more efficient and also help with the water issue. Total cost for this project is \$36,540.

The second project that we are seeking the grant for is the expansion to our CHIP program. This expansion would create a new pot of funds to assist residents in maintaining/updating our aging housing stock. The income limits would still be based on family size but with higher thresholds. The maximum loan amounts would also be higher than the CHIP loans; \$25,000. Our request from the Foundation would be for \$100,000 which the HRA would match at \$50,000/year over two years.

After brief discussion, the Board of Commissioners supported submitting both projects on the application for the Foundation Grant.

b. Former Gold Cross Building—Change orders

The first Change order is for the installation of the drop ceiling in the office area of the house. This item was left out of the original bid and has now been approved by the insurance company so it will be at no cost to the HRA. Motion was made and seconded by Commissioners Fischer and Helle to approve the Change order for the drop ceiling at the former Gold Cross Building. All present voted in favor thereof, none in opposition thereto. Motion was declared passed and carried.

The second Change order is for the installation of new electrical service so that the house and garage electrical can be separated. This would be at the expense of the HRA but since we plan to rent the house and keep the garage for HRA use the electrical usage/billing needed to be separated. The cost of the new service installation is \$5390.00. Motion was made and seconded by Commissioners Baskin and Lippert to approve the Change order to install the new electrical service at the former Gold Cross Building. All present voted in favor thereof, none in opposition thereto. Motion was declared passed and carried.

c. General HRA Updates

Effective June 15,2020 we have reopened the HRA office to the public. Temporary hours are M-F 8-4. We have also opened the Community Rooms in the four buildings (at limited capacity). We will continue to monitor the Covid-19 situation and adjust as necessary.

6.) Adjourn

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

Jerome McCarthy, Chair

SEAL

Jason Baskin, Secretary