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

1.) Roll Call.

Date & Time: September 17, 2020 @ 3:30 PM

Commissioners Present: Jerome McCarthy
Laura Helle
Paul Fischer
Carole Granholm
Vern Lippert
Jason Baskin

Commissioners Absent: Marv Repinski

HRA Staff Present: Taggert Medgaarden, Executive Director
Lori Wieseler, Administrative Assistant
Angela Felten, Finance Director

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

2.) Approval of Minutes

It was moved by Commissioner Baskin and seconded by Commissioner Fischer to approve minutes of the regular meeting held on August 20, 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 Granholm 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.) John Garry DCA Update

John Garry joined the meeting via Zoom and presented the Board with an update on how the DCA has been assisting the Austin community, especially now during the pandemic.

5.) Public Housing

a. Public Housing Budget-Resolution to adopt the budget for Twin Towers, Pickett Place and Scattered Sites for FYE 9/30/21

Motion was made and seconded by Commissioners Fischer and Helle to adopt the Operations Budget for Twin Towers, Pickett Place and Scattered Sites for FYE 9/30/21. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried

b. Resolution to write off vacated tenant bad debts

At fiscal year- end, vacated tenants that owe balances are written off the tenant accounts receivable books and expensed out. The HRA continues efforts to collect the debts after they are written off through the Minnesota Dept. of Revenue's Revenue Recapture Program. Motion was made and seconded by Commissioners Baskin and Helle to approve the Resolution to write off the vacated tenant bad debt. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried

6.) Market Rate Housing

a. Approve bid on the Courtyard balconies

The Courtyard balconies are in need of replacement. We received three bids for the project with the lowest being from Jake Bangert Construction for \$86,083.00. Previously we had budgeted \$108,000 for this project. Executive Director Medgaarden recommended to approve the bid from Bangert Const. for the project. Motion was made and seconded by Commissioners Fischer and Lippert to award the bid for replacing the Courtyard balconies to Jake Bangert Construction in the amount of \$86, 083.00. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

7.) Executive Director Reports

a. Approve bid for Asbestos removal at 106 2nd St SE

The HRA received two bids for the removal of the asbestos at the 106 2nd St SE with the lowest being from Environmental Plant Services for \$9740.00. Executive Director Medgaarden recommended awarding the bid for the asbestos removal to Environmental Plant Services in the amount of \$9740.00. Also to be noted is that these costs are being equally split with the City of Austin. Motion was made and seconded by Commissioners Lippert and Baskin to award the asbestos removal bid to EPS. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

b. Approve bid for House Demolition at 106 2nd St SE

The HRA received two bids for the demolition of the house at 106 2nd St SE with the lowest coming in at \$7950.00 from Jim's Excavating. Motion was made and seconded by Commissioners Fischer and Lippert to award the bid for the demolition to Jim's Excavating in the amount of \$7950.00 (to be split with the City of Austin). All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

c. Health Insurance renewal

Executive Director Medgaarden informed the Board that there were no changes to our Health Insurance policy premiums and recommended that we approve renewing the current policy for the upcoming year. Motion was made and seconded by Commissioners Baskin and Fischer to

renew the current Medical Insurance policy for the upcoming year. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

d. Twin Towers Sprinkler update

Executive Director Medgaarden gave the Board an update on the Twin Towers sprinkler project, its challenges and delays. Our deductible on this claim is \$5,000.00 and there is a \$50,000 cap on the relocation costs. The HRA is doing everything possible to keep these costs below that mark but could be responsible for any amount over that \$50,000.

e. Executive Director Annual Evaluation

Chair McCarthy, along with Vice Chair Lippert and Secretary Baskin met with Executive Director Medgaarden for his annual review. All aforementioned Board members felt that ED Medgaarden has performed extremely well and all were in favor of the 4% wage increase that was awarded to the employees. Motion was made and seconded by Commissioners Fischer and Helle to approve the pay increase for Executive Director Medgaarden of 4%. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

8.) Adjourn

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

Jerome McCarthy, Chair

SEAL

Jason Baskin, Secretary