

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

**September 24, 2008**

**1.) Roll Call.**

The regular meeting of the Housing and Redevelopment Authority of Austin, Minnesota was held September 24, 2008, at 4:30 PM at the HRA Office. The meeting was called to order by Chairman Nelson. Present were Commissioners Hecimovich, Christopherson, Lang, and Schlieve. Also present were Executive Director Hurm, Deputy Director for Community Development Smith, and Finance Director Detloff. Commissioners Dick Pacholl and Scott Pacholl were absent.

**2.) Approval of the meeting minutes of August 20, 2008.**

It was moved by Commissioner Hecimovich and seconded by Commissioner Christopherson to approve the minutes of the regular meeting of August 20, 2008. All present voted in favor thereof, none in opposition thereto. The Chairman declared the motion passed and carried.

**3.) Approval of the list of Accounts Payable.**

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

**4.) All Housing:**

**a. Motion to award bid for Property, Liability, Auto and Boiler Insurance for all housing units.** Finance Director Detloff reported the results of the annual solicitation of bids for insurance coverage for Public and Market Rate

housing. Three bids were received. Acceptance of the low bid from Housing Authority Insurance was recommended. It was moved by Commissioner Hecimovich and seconded by Commissioner Christopherson to award the insurance contract to Housing Authority Insurance less the auto insurance coverage if auto coverage can be found locally at comparable price. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

The current League of Minnesota Cities "claims-made" liability policy will not cover incidents that may have occurred under their coverage period and are reported in the future. It was moved by Commissioner Hecimovich and seconded by Commissioner Christopherson to reject the "tail premium" of \$15,061 with LMC to cover possible claims. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

**b. Motion to approve the new salary schedule effective 10/1/08.** Director Hurm presented the recommended wage schedule for the Austin HRA effective 10/1/2008. The schedule reflects a 3% increase for all employees. Employees that have not yet attained 4 years of service in their positions will be adjusted according to the step schedule.

Director Hurm further reported that the part-time custodian at Pickett Place was not replaced with a full time custodian as authorized last year. When additional help has been required, it has proved more economical to hire independent contractors.

It was moved by Commissioner Hecimovich and seconded by Commissioner Christopherson to approve the salary schedule as presented effective 10/1/2008. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

**5.) Public Housing:**

**a. Resolution to approve budgets for Twin Towers, Pickett Place and Scattered Sites for FYE 9/30/09.** The Public Housing budgets for the fiscal year ending 9/30/09 were presented by Finance Director Detloff. The budgets for each project are separated in compliance with HUD asset

management requirements. The following resolution was introduced by Commissioner Hecimovich and seconded by Commissioner Christopherson.

**RESOLUTION #468  
PHA RESOLUTION APPROVING OPERATING BUDGETS FOR  
PUBLIC HOUSING FOR THE FISCAL YEAR ENDING 9/30/2009**

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

**b. Resolution to write off collection losses.** The following resolution was introduced by Commissioner Hecimovich and seconded by Commissioner Schlieve.

**RESOLUTION # 467  
RESOLUTION ACCEPTING COLLECTION LOSSES FOR  
PUBLIC HOUSING AND MARKET RATE HOUSING PROJECTS**

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

**6.) Executive Director Reports:**

**a. Railroad Yard area landscaping.** Director Hurm reported that \$3,003.13 remains in the fund established to do the final cleanup and construct the retention pond on the old Jim's Super Value site. The retention pond area landscaping is being upgraded and trees are being planted to improve the appearance of the area. The remaining project funds are being applied to this work.

**b. Homestretch (HECAT) - Award of grant.** Director Hurm reported that the HRA's application for funding to continue offering Home Stretch Workshops has been approved for an award of \$10,000.00. Julie Ackland will also be working with the Albert Lea and Owatonna HRA's to offer training in these areas.

It was moved by Commissioner Hecimovich and seconded by Commissioner Schlieve to authorize execution of the HECAT funding agreement. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

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

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Jay Nelson, Chairman

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Shirley Schlieve, Secretary