

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

**November 14, 2001**

The regular meeting of the Housing & Redevelopment Authority of Austin, Minnesota was held at 4:30 PM, November 14, 2001 at the HRA Office. The meeting was called to order by Chairman Lang. Present were Commissioners Jorgenson, Chaffee, and Nordin. Also present were Executive Director Mahan, Deputy Director of Community Development Smith, Deputy Director of Housing Volstad, HRA Accountant Detloff, City Finance Director Dankert, and City Administrator McGarvey. Commissioner Nelson was absent.

It was moved by Commissioner Nordin and seconded by Commissioner Chaffee to approve the minutes of the regular meeting of October 24, 2001. All present voted in favor thereof, none in opposition thereto. The Chairman declared the motion passed and carried.

**PUBLIC HOUSING:**

**FYE 9/30/01 Year End Closing.** The closing statement for Public Housing for the fiscal year ending 9/30/01 was presented for review. All items in the budget ended with expenditures close to the budget projections. The only exception was natural gas which considerably exceeded that budget line item.

It was moved by Commissioner Nordin and seconded by Commissioner Jorgenson to accept the Statement of Operating Receipts and Expenditures HUD Form 52599 for FYE 9/30/01. All present voted in favor of the motion, none in opposition thereto. The Chairman declared the motion passed and carried.

**Approval of Medical Insurance Quotes.** The following bids were received to provide medical insurance coverage for the HRA staff. Prices reflect an annual amount.

City of Austin (Mayo Providers)	\$129,648.00
Blue Cross/Blue Shield	\$102,852.00

Mike Ruzek answered questions from the Commissioners about the Blue Cross/Blue Shield proposal. He said the quote is competitive because the HRA can be included as part of a cooperative in SE Minnesota that includes eighteen governmental agencies. Director Mahan recommended acceptance of the Blue Cross/Blue Shield proposal.

It was moved by Commissioner Chaffee and seconded by Commissioner Nordin to accept the Blue Cross/Blue Shield proposal. All present voted in favor thereof, none in opposition thereto. The Chairman declared the motion passed and carried.

**Approval of Bids for Job Classification and Compensation Study.** The following proposals were received for conducting a job classification and compensation study.

Pat Wamser Associates - \$3,500 to \$4,500 to be billed at	actual hours worked.
Fox Lawson Associates - \$5,000 flat fee plus \$125.00 per Employee interviewed.	

It was moved by Commissioner Nordin and seconded by Commissioner Jorgenson to accept the proposal from Pat Wamser Associates. All present voted in favor thereof, none in opposition thereto. The Chairman declared the motion passed and carried.

## **AUSTIN COURTYARD & CHAUNCEY APARTMENTS:**

**FYE 9/30/01 Year End Closing.** Closing statements for the Austin Courtyard and Chauncey Apartment projects for FYE 9/30/01 were presented to the HRA Board. It was moved by Commissioner Jorgenson and seconded by Commissioner Nordin to accept the Austin Courtyard and Chauncey Apartment closing statements as presented. All present voted in favor thereof, none in opposition thereto. The Chairman declared the motion passed and carried.

## **COMMUNITY DEVELOPMENT:**

**East Side Homeownership Program.** Work continues on the East Side property acquisition and home development program. Another home from the flood area has been put on a foundation and will be renovated over the winter and sold next spring.

Three other homes have been acquired and will be demolished after all asbestos inspection and abatement is complete. Homes acquired in the flood acquisition program will be moved onto the sites during the next construction season.

**Railroad Yard Project.** Director Mahan said that the application for cleanup of contaminated soil in the Railroad Yard is being reviewed by the State. The State has requested additional information that is being provided. Final approval of the cleanup grant should come sometime near the end of the year.

**Murphy Creek Project.** The first building at Murphy Creek is complete and fully occupied. The remaining buildings will be occupied as they are completed. Sixty-five applicants have already been qualified by income for occupancy when the apartments are complete.

The developer hopes to have two single-family homes complete and occupied by the spring of 2002.

**Flood Progress Report.** The City of Austin has been very fortunate to receive approval of both State and Federal funds for continuation of the flood mitigation programs in Austin. The program will be a continuation of the successful program of acquisition and clearance of flood prone homes.

The process of contacting property owners and ordering appraisals will now start and will continue over the winter months. Actual acquisitions of property will likely begin early next year and continue until all available funds are committed.

**Airport Project.** All occupants of homes in the Airport Project have been relocated. A small amount of asbestos remains in the remaining homes. Abatement of the asbestos is being scheduled and demolition should be completed shortly thereafter.

The remaining vacant parcels will be acquired over the winter. No serious obstacles remain to the successful completion of the acquisition and clearance phase of the Airport Project.

**BILLS.** It was moved by Commissioner Jorgenson and seconded by Commissioner Nordin to authorize payment of the list of accounts payable dated November 14, 2001. All present voted in favor thereof, none in opposition thereto. The Chairman declared the motion passed and carried.

**ADJOURNMENT :** There being no further business, it was moved by

Commissioner Nordin and seconded by Commissioner Jorgenson 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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Richard Lang, Chairman

Mickey Jorgenson, Secretary/Treasurer