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

**1.) Roll Call.**

**Date & Time: July 25, 2023 @ 3:30 P.M.**

Commissioners Present: Vern Lippert  
Paul Fischer  
Tim Ruzek  
Marsha Podein  
Laura Helle  
Joe Fuhrman

HRA Staff Present: Taggert Medgaarden, Executive Director  
Angela Maiden, Financial Director

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

**2.) Approval of Minutes**

It was moved by Commissioner Helle and seconded by Commissioner Ruzek to approve minutes of the regular meeting held on June 27, 2023. 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 Postma 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.) Public Housing & Section 8**

a. Capital Fund Grant—Public Hearing for 5-year Capital Improvement Projects for years 2022 to 2026 and years 2019, 2020 & 2021 revisions.

Motion was made and seconded by Commissioners Helle and Ruzek to open the Public Hearing for the 5-year Capital Improvement Plan. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried. These are grant dollars directly from HUD. The 5-year plan consists of potential projects that may come up in the upcoming years. If

these items are not listed in the Plan, we can not use the HUD monies. After some discussion, motion was made and seconded by Commissioners Fuhrman and Ruzek to close the Public Hearing. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

b. Capital Fund Grant—Resolution #658 to adopt the 5-year Capital Improvement Projects for years 2022 to 2026 including a revision to the 2019, 2020, 2021 Capital Grant Projects. Motion was made and seconded by Commissioners Postma and Ruzek to approve Resolution #658 adopting the 5-year Capital Improvement Projects for years 2022 to 2026 including revisions to the 2019, 2020 & 2021 Capital Grant Projects. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

### **5.) Market Rate Housing**

a. Resolution to Approve Operating Budget Including Rent Increases for CY & CA

After some discussing regarding previous increases and also the demand in regards to the market it was proposed to increase the rent for Courtyard and Chauncey in a range of \$40-\$70 depending on size. Motion was made and seconded by Commissioners Fuhrman and Helle to approve Resolution #659 approving the Courtyard and Chauncey Operating Budget including rent increases. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

### **6.) Executive Director Reports**

a. Approve and Adopt Wage schedule effective October 1, 2023

Executive Director Medgaarden and Finance Director Maiden brought several options to the Board after speaking with several comparable PHAs in the State and after much discussion motion was made by Commissioner Helle and seconded by Commissioner Fischer to approve a 4.5% increase to staff wages with an additional \$.50/hr to those employees currently making below \$30/hr. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

b. Approve Proposal from IEA

The HRA received a proposal from IEA for the environmental testing for the Open Bible Church property and surrounding property that we agreed to purchase at last months meeting; parcels 34.575.0601, 34.575.0600, 34.575.0590, 34.575.0572, 34.575.0571, & 34.575.0607 in the amount of \$8250. Motion was made and seconded by Commissioners Postma and Ruzek at approve the proposal from IEA for the environmental testing in the amount of \$8250. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

c. Riverland House update

Executive Director Medgaarden briefed the Board on the status of the Riverland House. Previously we had not painted these houses, we also had allowances for carpet and appliances. Ron Felten, our Realtor, had commented that viewers were not pleased that the house was not painted and also that the appliances were not there. We have since painted the interior and carpeted where needed. We have also had the appliances installed. Mr. Felten feels this should help gain some interest in the property.

d. 1<sup>st</sup> & 3<sup>rd</sup> Update

We have officially closed on this property and ground breaking will be August 8, 2023 by Three Rivers.

e. Hormel Foundation Grant update

Executive Director Medgaarden informed the Board of the request he made to the Hormel Foundation on behalf of the HRA for a \$225,000 grant to go toward our CHIP program to which the HRA would match \$75,000.

**7.) Adjourn**

Chair Lippert adjourned the meeting.

SEAL

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Vernon Lippert, Chair

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Paul Fischer, Secretary