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

1.) Roll Call.

Date & Time: August 22, 2023 @ 3:30 P.M.

Commissioners Present: Vern Lippert
Paul Fischer
Tim Ruzek
Mike Postma
Laura Helle
Joe Fuhrman

HRA Staff Present: Taggert Medgaarden, Executive Director
Lori Gansen, Administrative Assistant

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

2.) Approval of Minutes

It was moved by Commissioner Fischer and seconded by Commissioner Postma to approve minutes of the regular meeting held on July 25, 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 Postma and seconded by Commissioner Helle 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. Add Scattered Sites Electrical to CFP

Executive Director Medgaarden requested Board approval to add \$150,000 to the CFP to cover future electrical issues. Motion was made and seconded by Commissioners Helle and Postma to Approve the addition of \$150,000 to the CFP for the electrical issues. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried

b. Approve Repairs and Audit by Austin Electrical for Scattered Site electrical

It has been brought to the attention of the HRA that there is number of our Scattered Site houses

that have some aluminum wiring that could potentially be causing serious issues. The issue was brought to light when one of our tenants reported issues at her home at 1809 1st Ave NE which required immediate attention. Executive Director Medgaarden explained to the Board that this was an emergency situation and is requesting approval for \$9730 for Austin Electric to repair the issues in the home. He also requested approval for a bid not to exceed \$20,520 for Austin Electric to audit the other Scattered Site houses for similar hazards. Motion was made and seconded by Commissioners Fischer and Ruzek to Approve the \$9730 to Austin Electric for repairs to the Scattered Site house at 1809 1st Ave NE. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried. Once the audit is complete, the issues and necessary repairs will be compiled and put out for bids.

Motion was made and seconded by Commissioners Fuhrman and Helle to Approve the bid from Austin Electric, not to exceed \$20,520, to audit the other Scattered site houses for potential issues. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

5.) Market Rate Housing

6.) Executive Director Reports

a. General-Fund Resolution to adopt Budget and Tax Levy for FYE 9/30/24

Motion was made and seconded by Commissioners Postma and Fischer to Approve Resolution #660 to Adopt the Budget and Tax Levy for FYE 9/30/2024. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

b. Executive Director Review and Wage Increase Recommendation

Chair Lippert, Vice Chair Postma and Secretary Fischer met with Executive Director Medgaarden for his annual review. With a very positive review the officers recommended to the Board that Executive Director Medgaarden received the same wage increase as the staff (4.5%). Motion was made and seconded by Commissioners Helle and Fuhrman to approve the wage increase of 4.5% for Executive Director Medgaarden. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

c. Purchase agreement—Riverland House

The 2022-2023 Riverland House is under contract for \$335,000 with the HRA paying 3% closing costs. Motion was made and seconded by Commissioners Postma and Fischer to Approve the Purchase agreement for the Riverland house. All present voted in favor thereof, none in opposition thereto. The motion was declared passed and carried.

7.) Adjourn

Chair Lippert adjourned the meeting.

SEAL

Vernon Lippert, Chair

Paul Fischer, Secretary

