

Board Meeting Agenda
Fairmont Housing & Redevelopment Authority Board of Commissioner
Meeting

Date: Monday, December 13, 2021

Time: 12:00 PM

- I. Call to order, roll call: Commissioner Kopischke, Commissioner Olson, Commissioner Brau, Commissioner Determan, and Resident Commissioner Goerndt
- II. Approval of Agenda
- III. Approval of previous minutes
- IV. Approval of monthly bills report
- V. Open Forum: the open forum is a portion of the Board meeting where residents will be allowed to address the Board. Person must register with Executive Director 48 hours prior to the meet.
 - A. Schedule Guest: Steve Zabrowski, Betty
- VI. Unfinished Business
 1. Loan Program
 2. Property Purchase
 3. Development of Policy/Committee for fund
- VII. New Business
 1. Resignation from Lisa Olson
 2. Resolution 226-2021
- VIII. Informational
 1. Parking Stalls

BOARD OF DIRECTORS MEETING December 13, 2021

Bills Due		UTILITIES	OTHERS
City of Fairmont	Electric	\$ 14,902.84	
Midcontinent	Cable	\$ 2,427.75	
Matrix	Retirement		\$ 1,841.00
Medica	Health Insurance		\$ 2,925.51
Hawkins Ash	Mthly/unaduted REAC		\$ 1,015.00
Ludkey	Deadbolts		\$ 1,450.00
Arbriter PLLC	Legal		\$ 2,715.50
Albin Acquisition	backgrounds		\$ 40.00
JH Larson	materials		
Waste Systems	garbage		\$ 2,584.12
Verizon	cell phone		\$ 150.06
Boekett	materials		\$ 14.97
MN Energy	gas	\$ 539.16	
Midcontinent	internet/phone		\$ 201.89
True Value	materials		\$ 822.50
Bomgaars	materials		\$ 25.97
HD Supply	materials		\$ 581.28
Jetter Clean	BLD 9 325 E 11th		\$ 625.00
Cardmember			\$ 1,388.67
Thates Tree Service			\$ 4,000.00
Dans Appliance	hoods x 4		\$ 454.36
South Central Siding and Windows	1109 N Prairie		\$ 565.00
PC Janitorial	supplies		\$ 89.90
Reed and Brinkman	acctg		\$ 330.00
Quill			\$ 69.99
Chamber of Commerce	membership		\$ 456.00
Jakes Carpet	flooring		\$ 4,320.00
NCRC	membership		\$ 75.00
Leroy Rogge	tenant services		\$ 200.00
A-oK	26C		\$ 107.68
JL Computers	update/service call		\$ 80.00
Visual Identity Vault	mugs		\$ 200.00
		\$ 17,869.75	\$ 27,329.40
Bills paid prior to board meeting		UTILITIES	OTHERS
Keith Nelson	sec/pet deposit		\$ 122.95
MN Energy		\$ 24.00	
MN Nahro	membership		\$ 460.00
Dan Coquyt	labor		\$ 114.00
Martin County Treasurer	pilot		\$ 11,843.36
Total Prepaid		\$ 24.00	\$ 12,540.31
Extraordinary & Annual Bills:		Total Utilities	\$ 17,893.75
		Total Others	\$39,869.71
MN Mold Guy	testing		\$895.00
Total non-regular bills	\$ -		
Total regular bills	\$ 58,658.46	Total Bills	\$ 58,658.46

Board Chair Signature: _____

REGULAR MEETING OF THE HOUSING AND REDEVELOPMENT AUTHORITY OF
FAIRMONT, MN
November 8, 2021 – 12:00 P.M

A regular meeting of the Board of Directors was held on Monday, November 8, 2021 in the Friendship Village Conference Room. Members present: Commissioner Kopischke, Commissioner Determan, Commissioner Brau, Commissioner Olson, and Resident Commissioner Debra Goerndt. Also present were: Executive Director Gail Diede, and Councilman at Large Debra Foster and City Administrator Cathy Reynolds.

Commissioner Kopischke called the meeting to order at 12:00 pm with the consent agenda approved (Brau/Determan) Motion carried. Previous minutes approved. (Brau/Determan) motion carried. Monthly bills approved (Brau/ Determan) motion carried.

Open Forum: No request

Old Business consisted of:

1. Loan Program, Paul is waiting for a call back from Jude at MVAC. Left a message with his cell number and email.

2. Property Purchase, on hold

3. Development of Policy/Committee for funds, Ron shared a policy that Crow Wing County HRA is using for their Housing Trust Fund. Ron would like the Board members to read the document and see if this is something Fmt HRA would consider doing. Ron will work on a statement prior to next meeting about what the Fmt HRAs policy may look like. Ron will send to Gail, and she can distribute to the board. Or if the board would choose to do a work session before the next monthly meeting. Ron suggested on the committee for funds, two board members from the HRA, so no open meeting laws or violated, Lindsey Preuss, Cathy Reynolds, realtors, Superintendent of schools and a community member at large. This committee would be able to give us recommendations, with the HRA Board making the final decision.

New Business consisted of:

1. Assistive Ambulatory Devices Policy, ED presented a policy for ambulatory devices for safety reasons. There has been a significant increase in these devices being used and left in the entry ways of the buildings. Motion made by Olson to approve the policy. Brau seconded motion. Motion carried.

A motion was made by Goerndt to adjourn, seconded by Olson, and carried to adjourn the meeting at 12:50 p.m.

Respectfully submitted

Gail Diede

Gail Diede
Executive Director

BOARD OF DIRECTORS MEETING December 13, 2021

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Medica	Health Insurance		\$ 2,925.51
Hawkins Ash	Mthly/unaduted REAC		\$ 1,015.00
Ludkey	Deadbolts		\$ 1,450.00
Arbriter PLLC	Legal		\$ 2,715.50
Albin Acquisition	backgrounds		\$ 40.00
JH Larson	materials		
Waste Systems	garbage		\$ 2,584.12
Verizon	cell phone		\$ 150.06
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Quill			\$ 69.99
Chamber of Commerce	membership		\$ 456.00
Jakes Carpet	flooring		\$ 4,320.00
NCRC	membership		\$ 75.00
Leroy Rogge	tenant services		\$ 200.00
A-oK	26C		\$ 107.68
JL Computers	update/service call		\$ 80.00
Visual Identity Vault	mugs		\$ 200.00
		\$ 17,869.75	\$ 25,940.73
Bills paid prior to board meeting		UTILITIES	OTHERS
Keith Nelson	sec/pet deposit		\$ 122.95
MN Energy		\$ 24.00	
MN Nahro	membership		\$ 460.00
Dan Coquyt	labor		\$ 114.00
Martin County Treasurer	pilot		\$ 11,843.36
Total Prepaid		\$ 24.00	\$ 12,540.31
Extraordinary & Annual Bills:		Total Utilities	\$ 17,893.75
		Total Others	\$38,481.04
MN Mold Guy	testing		\$895.00
Total non-regular bills	\$ -		
Total regular bills	\$ 57,269.79	Total Bills	\$ 57,269.79

Board Chair Signature: _____

Board of Directors December 13, 2021 Business Acct.

[illegible]

Board Chair Signature: _____

Resolution 226-2021

Offline Unit #10 C

12-13-2021

BE IT RESOLVED by the Board of Directors of the Housing and Redevelopment Authority of Fairmont, approved to take unit # 10 C offline for modernization.

Purpose of Unit needing to be off rent roll:

Undergoing modernization, replacing flooring, new appliances, new cabinets, new countertop, new closet doors, new vanity, and medicine cabinet. New bathroom vanity and sink. Replacing all sheetrock in the unit, walls, and ceiling. New window and patio door.

Funds: Insurance and operating funds

Effective Dates: November 30, 2021, to May 31, 2022

Ronald Kopischke, Chairman of the Board

Date