

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

Date: Monday, February 13, 2023

Time: 12:00 PM

I. Call to order, roll call:

Commissioner Mosloski (current secretary) ____
Commissioner Brau (current Vice Chair) ____
Commissioner Determan (current At Large) ____
Commissioner Chambers ____
Resident Commissioner Goerndt ____
City Liaison Foster ____

II. Election of Officers

III. Approval of Agenda 2-13-2023

IV. Approval of minutes 1-9-2023

V. Approval of monthly bills

1. Report of expenditures

VI. Open Forum:

A. Schedule Guest: Joni Zaborowski

VII. Unfinished Business

1. Hire attorney for HRA

VIII. New Business

1. Resolution 239-2023 Remove signature

2. HRA Commissioner Training

3. Purchase agreement- 701 to 705 Jameson & Bush Mill Circle

IX. Informational

REGULAR MEETING OF THE HOUSING AND REDEVELOPMENT AUTHORITY
OF FAIRMONT, MN
January 09, 2023 – 12:00 P.M

A regular meeting of the Board of Directors was held on Monday, January 9, 2023, in the Friendship Village Community Room. Members present: Commissioner Kopischke, Commissioner Brau, Commissioner Determan, Commissioner Mosloski, and Resident Commissioner Debra Goerndt. Also present were: Executive Director Gail Diede, Cathy Reynolds City Administrator

Commissioner Kopischke called the meeting to order at 12:15 pm with the consent agenda approved (Mosloski /Goerndt) Motion carried. Previous minutes approved. (Mosloski/Goerndt)) motion carried. Monthly bills approved (Mosloski/Goerndt)) motion carried.

Open Forum: No request

New Business consisted of:

1. Approval to hire attorney for development, four attorneys were contacted, with two having time to commit to the HRA. Commissioner Determan will check to make sure the attorney has dealt with municipalities, local government. Tabled for next meeting.
2. Approval to search for lots, Commissioner Mosloski stated we would like to see what lots are out there for purchase for the HRA to build and rent. Motion by Brau to see what is available for sale, second by Commissioner Goerndt. Motion carried.
3. Resolution 239-2023 No Parking, rather than a Resolution, motion by Commissioner Mosloski to ask the City to make one block of Home St. from Tilden St. to Perimeter Dr. a no parking zone. Second by Commissioner Goerndt. Motion carried and pictures forwarded to City.
4. Proposed changes for shared position, first copy is job description by City, second copy is suggested changes for the HRA position. City Administrator suggested rather than try to commingle the job description, the HRA should do their own job description. Finance Committee will work on this for next meeting.

Informational:

1. Maintenance staff and ED met with Peter Bode, Doug Harstad and Tyler Cowing about adding on to current maintenance shop, and not doing new build in the empty lot. This is feasible.

Respectfully submitted

Gail Diede

Gail Diede, Executive Director

BOARD OF DIRECTORS MEETING February 13, 2023

Bills Due		UTILITIES	OTHERS
City of Fairmont	Electric	\$ 15,381.29	
Midcontinent	Cable		\$ 2,652.35
Matrix	Retirement		\$ 3,258.69
Medica	Health Insurance		\$ 3,466.00
Hawkins Ash	MTH Acctg-1099's		\$ 485.00
Midcontinent	internet/phone		\$ 258.52
Arbriter PLLC	Legal		\$ 670.60
Albin Acquisition	backgrounds		
JH Larson	materials		\$ 332.36
Waste Systems	garbage		\$ 3,124.06
Verizon	cell phone		\$ 116.35
Boekett	materials		
MN Energy	gas	\$ 1,046.83	
PC Janitorial	supplies		\$ 118.96
True Value	materials		\$ 409.38
Bomgaars	materials		
HD Supply	materials		
Cardmember	supplies		\$ 1,294.55
Sentinel	advertising bid		\$ 384.76
A-OK	Contract		\$ 2,384.58
Jetter Clean	build 13		\$ 157.50
Quill	office supplies		\$ 227.07
Radio Time	advertising		\$ 298.00
Martin County Auditor/Treasure	PILOT		\$ 13,079.95
Kibble Equipment	snowblade		\$ 750.00
Rodney Malo	sec/pet deposit refund		\$ 723.01
		\$ 16,428.12	\$ 34,191.69
Bills paid prior to board meeting		UTILITIES	OTHERS
Landscaping Plus	snow removal		\$ 4,749.41
MN Energy		\$ 923.85	
Northstar Mutual	Insurance/cart		\$ 78.00
MN Nahro	training		\$ 425.00
A-OK	furnances/waterheaters		\$ 60,000.00
Total Prepaid		\$ 923.85	\$ 65,252.41
Extraordinary & Annual Bills:		Total Utilities	\$ 17,351.97
		Total Others	\$99,444.10
Total non-regular bills	\$ -		
Total regular bills	\$ 116,796.07	Total Bills	\$ 116,796.07

Board Chair Signature: _____

Board of Directors February 13, 2023

[illegible]

Board Chair Signature: _____

Resolution #239-2023
Removal of signature
2-13-2023

BE IT RESOLVED by the Board of Directors of the Housing and Redevelopment Authority of Fairmont, approved to remove Ronald Kopischke for signature on checking accounts.

Board Chair

Date

Gail Diede, Executive Director

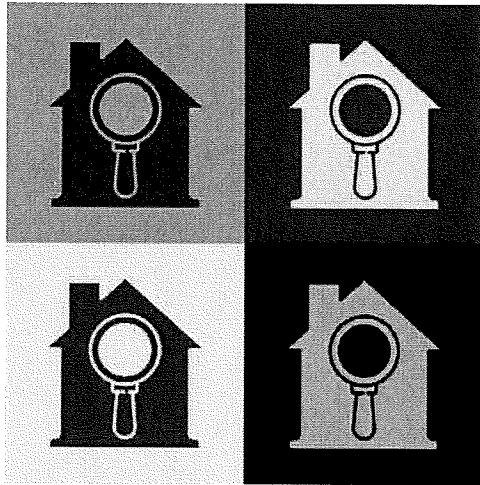
Date



MINNESOTA

NAHRO

SERVING MINNESOTA'S HOUSING &
COMMUNITY DEVELOPMENT NEEDS



Understanding The Multifaceted Role of the HRA Commissioner

Online Series Begins March 2023

Minnesota NAHRO is excited to offer an online series tailored specifically for Housing Authority Commissioners. Our Online Commissioner Series will feature five sessions that cover the multifaceted role of a commissioner in a easy to access online format.

WHEN: Each session will be 90 minutes on the last Wednesday of every other month beginning in March. Our first event will be Wednesday, March 29 at 11:30am. The series continues throughout 2023 on May 31, July 26, September 27 and November 29.

TOPICS: Our sessions will be provided by the national faculty from NAHRO and each session will build upon the other so that by the end of the series, attendees will have a better understanding of the unique and important leadership role of an HRA Commissioner. Our series will address the following timely topics:

Session 1: The Role of the Commissioner in the HRA's Success

Session 2: The Role of the Commissioner in Agency Policies & Performance

Session 3: The Role of the Commissioner in Agency Financials & Oversight

Session 4: The Role of the Commissioner in ED Hiring, Compensation, Performance & Succession Planning

Session 5: The Role of the Commissioner in the HRAs Future

PRICING: Two options and two ways to SAVE!

- **Bundle Option – Get the Full Series & SAVE BEST DEAL!**
Get the full series for one price: \$350 for all 5 sessions with Minnesota NAHRO member discount, \$475 bundle for non-members
- **Individual Sessions - \$75 for Minnesota NAHRO members, \$95 non-members**

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*Minnesota Chapter of NAHRO
National Association of Housing and Redevelopment Officials
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