

MEETING MINUTES FROM EXECUTIVE BOARD MEETING
NORTH MANKATO HOUSING & REDEVELOPMENT AUTHORITY
1001 Belgrade Avenue, North Mankato, MN 56003
9:00 a.m., March 27, 2018

Roll Call

Members Present: John Daley, Chair
 Leon Bembenek
 Jennifer Drganc

Members Absent: Nancy Gehrke, Vice Chair
 Billy Steiner

Others Present: Joleen Pfau, SMR Management
 Kristen Mallak, SMR Management

Amendments to Agenda

Addition of check numbers 14567-14570.

Open Meeting Residents

None appeared.

Approval of Meeting Minutes

Board Member Steiner moved, seconded by Chair Daley, to approve the minutes of November 28, 2017, HRA Regular meeting. Vote on the motion: Aye 3, 0 Nay. Motion carried.

Approval of Financials

None to approve. Ms. Pfau did mention that we had about 400,000 currently in our checking as of the end of February and another 200,000 in CDs. She discussed looking into a different CD option at Pioneer Bank that is available to Public Housing Authorities.

Approval of Checks

Ms. Pfau noted the larger check for Brunton Architect for the parking lot and first floor remodel. Board Member Drganc moved, seconded by Board Chair Daley, to approve the February and March checks and to void check numbers 14543-14557. Vote on the motion: Aye 3, 0 Nay. Motion carried.

Occupancy

All units are filled. One move out scheduled for the end of the month which will be filled as soon as it is turned. Currently have a waitlist with over 10 applicants.

Old Business

Parking Lot Update

Ms. Pfau gave an update from the bid meeting for the parking lot. The lowest bid was now able to provide a 10% bid bond and WW called Dan Sarff saying they would not contest us accepting the lowest bid. Ms. Pfau also informed the board that another issue can up with the bid as there was a new Wage Decision announced just before the bid closing. We will have to use the new Wage Decision so our bid with Nielson Blacktopping may be adjusted with the new wage amounts. Molly with Molly Krakowski Consulting also checked with HUD to make sure there was no issue with us accepting the bid and that we were alright accepting the bid with the announcement of a new Wage Decision. Board Member Bembenek moved to accept the bid from Nielson Blacktopping, seconded by Board Member Drganc. Vote of the motion: Aye 3, Nay 0. Motion carried.

First Floor Remodel

Ms. Pau informed the board that the first floor remodel bid date is scheduled for April 11th, 2018 at City Hall. It is not necessary for the board to attend this meeting but they are welcome to be present. Ms. Pfau will collect the bids and send out the bid information to the board members detailing the bid amounts and alternative bids. Approval of the bids will happen at the next board meeting so they are discuss the options of the alternates.

New Business

None.

Set Next Meeting Date

Board Member Bembenek moved, seconded by Board Member Drganc to set the next meeting for April 24, 2018, at 9:00 am. Vote on the motion: Aye 3, Nay 0. Motion carried.

Adjournment

Adjourned at 9:30 a.m.

Chair

Secretary