

**WADENA HOUSING AND REDEVELOPMENT AUTHORITY
BOARD OF COMMISSIONERS MEETING MINUTES**

August 24, 2021

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COMMISSIONERS

Gary Sellman
Rosemary Kostrzewski
Joshua Meech
Mark Lunde

STAFF

Maria Marthaler

TENANT REPRESENTATIVES

CALL TO ORDER

Chairperson Sellman called the regular meeting to order at 5:00 p.m. Commissioners in attendance were Kostrzewski, Lunde, and Meech.

TENANT REPRESENTATIVE REPORTS

No Tenant representatives were in attendance and no reports were discussed with Director Marthaler.

CONSENT CALENDAR

Commissioner Sellman entertained a motion to approve the consent calendar. **Commissioner Kostrzewski motion to approve the consent calendar. Second by Commissioner Meech.** Marthaler discussed the new operating statements and expenses generated by the MRI housing software. Commissioner Sellman discussed income and expenses at FOA and the possibility of increasing rents to offset the expenses. Because the bond payment is high, income does not generate enough to pay expenses. Example for the month of July Wadena HRA management account supplemented FOA around \$2000. to cover expenses. After discussions, **motion carried unanimously.**

UNFINISHED BUSINESS

None

NEW BUSINESS

Resolution #578 Approving the Housing Choice Voucher (HCV) Payment Standards

Marthaler explained Housing and Urban Development publishes Fair Market Rates (FMR) annually. Housing Authorities use FMR guidelines to determine rental payment standards for our market area. Housing Authorities can adjust the FMR's 90% to 110% without HUD approval. Wadena HRA adjusted these FMR's to reflect the rental market in the Wadena and surrounding areas. **Commissioner Lunde Motion to approve resolution #578 2022 Payment Standards. Motion second by Commissioner Kostrzewski. Motion carried unanimously.**

Resolution #579 Approving Housing Choice Voucher (HCV) Utility Allowance

Housing Authorities that administer the HCV program are required to complete the utility allowance survey to determine increase or decrease in utility rates. Results of the surveys indicate there were no changes in cost for electric, gas, garbage, and appliance costs. Utilities that increased were the water, sewer, and bottled gas. **Commissioner Meech motion to approve resolution #579 Section 8 Housing Choice Voucher Utility Allowance. Commissioner Lunde second the motion. Motion carried unanimously.**

Resolution #580 Certifying the Wadena HRA to request property Tax Levy from the City of Wadena

Request the City of Wadena to approve the Wadena HRA property tax levy for 2022 payable year at .0144%. Commissioner Sellman ask if that amount was half of the allowable amount Wadena HRA could request. Marthaler commented according to MN Statute 469 the maximum allowable amount is .0185%. **Commissioner Lunde motion to approve resolution #580 to request the City of Wadena to approve the tax levy at .0144%. Commissioner Kostrzewski second the motion. Motion carried unanimously.**

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Debt Write Off for July 2020 to June 2021

Commissioner Sellman commented under the circumstances of Covid-19 and many tenants not paying rent due to the moratorium, the write off is not as high as could be expected. **Commissioner Kostrzewski motion to approve the debt write off in the amount of \$4299.27. Commissioner Lunde second. Motion carried unanimously.**

Skid Steer Angle Broom Purchase

Maintenance Technician Kniesl received bids for an angle broom. Wadena HRA qualifies for state contract for purchases. The bids included are under state contracts. Commissioner Meech questioned if Sourcewell was included in the state contract bids and offered to have a representative contact Marthaler to see if pursuing Sourcewell's state contract would offer a better discount. After discussion **Commissioner Sellman motion to approve the purchase of the Bobcat angle broom subject to investigating Sourcewell's state contracts for same quality, and better price. Motion second by Lunde. Commissioner Meech abstained his vote. Motion carried.**

DIRECTORS REPORT

Our Office Support gave her resignation effective September 1, 2021. Wadena HRA is advertising for the position.

Humphrey Manor West successfully had a court eviction on August 16, 2021.

Auditors were here on August 18th and 19th. They are still working on completing the audit.

COMMISSIONER ISSUES


Commissioner Lunde questioned the cameras in the entry area of Commercial Apartments. Marthaler replied that years ago tenants could turn the tv on to a specific channel and see who was in the entry. When cable tv went from analog to digital we lost that feature.

Next meeting is at Fair Oaks Apartments on September 28, 2021.

Commissioner Kostrzewski motion to adjourn the meeting. Second by Commissioner Meech. Motion carried unanimously.

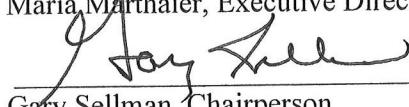
Meeting adjourned at 6.15 p.m.

PREPARED BY:

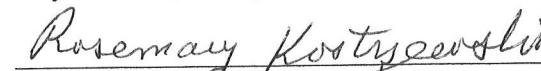

Maria Marthaler, Executive Director

Date

APPROVED BY:


Gary Sellman, Chairperson

10/26/2021
Date


Rosemary Kostrzewski, Secretary/Treasurer

Date