

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

November 23, 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. via Zoom video conference. Roll call attendance.

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 Lunde motion to approve the consent calendar. Second by Commissioner Meech.** Commissioner Sellman asked why the program account balances were not available. Marthaler commented with the Fee Accountant change several reports are not readily available to provide the numbers needed to balance the cash reconciliation. Wadena HRA is working with the Fee Accountant to get the reports. Sellman had a few suggestions on the operating statements as they are getting closer to where they need to be, but he would like to see the depreciation added to the budget and the comparison for the year-to-date current year and year to date prior years. Roll call vote. **Motion carried unanimously.**

UNFINISHED BUSINESS

Cable tv discussion continued due to decrease in participation the Wadena HRA is subsidizing the cost of cable tv. Marthaler contacted the Wadena HRA auditor to inquire the HRA subsidizing the cable tv service. According to the auditor HUD does not consider cable tv as a necessary utility cost and therefore the HRA should not subsidize the cable tv costs for the tenants. If tenants were to go out and purchase services on their own their costs increase could be significant if no promotions are offered by the provider. Marthaler suggested increasing the cable cost to \$39 per month to continuing offering cable tv service at a discounted rate for tenants and resolving the issue of the HRA subsidizing the cost. Commissioner Meech suggested informing tenants the more participation involved in the cable service provided it could keep the cost of cable down and maybe more tenants would participate. **Commissioner Lunde motion to approve the cable service cost to \$39 per month and educate tenants on the cost saving by utilizing the HRA cost instead of going out on their own. If more tenants sign up and the cost is lower than \$39 per month adjust the cost savings to tenants to reflect the actual cost of the service.**

Commissioner Sellman second the motion. Roll call vote, Motion carried unanimously.

FOA Rent Increase

Fair Oaks Apartment rent increase discussion continued with questions asked as to why apartment rents were different amounts. Marthaler explained when Wadena HRA took over management in January 2019 rents at FOA were much higher and the Wadena HRA lowered the rents for households living in the building as we do not provide services tenants were receiving prior to the management change. To increase occupancy, the Wadena HRA opened rentals to any qualified person and charged rents recommended in the appraisal completed In July 2020. Commissioners expressed concern for charging different rental amounts for comparable apartments. Commissioner Lunde commented we could use the lower rent as a marketing strategy. Discussion continued with lease terms and renewals. Marthaler suggested increasing the rents on by \$25 for apartments with one person and \$50 for the

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apartments with 2 persons only for the apartments that rents are \$650. Leave all other rents as they are unless concerns are brought to the Wadena HRA attention by current tenants. **Commissioner Sellman motion to approve the increase \$25 and \$50 rent increase on apartments with rent in the amount of \$650. Commissioner Lunde second the motion. Roll call vote, motion carried unanimously.**

DIRECTORS REPORT

During the October 2021 meeting Commissioner Sellman requested Marthaler check with the Wadena HRA Insurance agent to see if there are any comparable insurances at a lower price. According to the agent the Blue Cross Blue Shield plan the Wadena HRA is participating in is a comparable price. The agent will present different health insurance plans and prices for our next renewal in 2022.

The Wadena HRA continues to work with the MRI Fee Accountant to get our information in the system.

COMMISSIONER ISSUES

Commissioner Meech asked on progress for an additional board member. Marthaler gave an update on advertising and reaching out to potential members.

Next meeting is at Humphrey Manor Apartments on January 25, 2022.

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

Meeting adjourned at 6.15 p.m.

PREPARED BY:

Maria Marthaler, Executive Director

Date

APPROVED BY:

Gary Sellman, Chairperson

Date

Rosemary Kostrzewski, Secretary/Treasurer

Date