

**EXTRACTS FROM THE MINUTES OF A REGULAR MEETING
OF THE COMMISSIONERS OF THE SOUTHEASTERN MINNESOTA
MULTI-COUNTY HOUSING AND REDEVELOPMENT AUTHORITY HELD ON THE
15th DAY OF FEBRUARY 2012**

The Commissioners of Southeastern Minnesota Multi-County Housing and Redevelopment Authority met in a regular meeting at the SEMMCHRA Main Office in Wabasha, MN, at the hour and date duly established for the holding of such meeting.

Commissioner Beniak called the regular meeting to order and on role call the following answered present:

Robert Beniak	Laura Mielke	Robert Noah
Jack Roberts	Marcia Ward	

Excused Jim Bryant, Rich Hall, Doug Klevos

Others Present: Gary Aswegan, Buffy Beranek, Joseph P. Wheeler and Karen DuCharme

The agenda and addendum were reviewed. Motion was made by Commissioner Roberts and seconded by Commissioner Noah to approve the agenda and addendum. Passed unanimously.

OLD BUSINESS:

The minutes were reviewed and discussed from a regular meeting held on Wednesday, January 18, 2012. Commissioner Roberts noted that there was a typo in the third paragraph of the second page in second to the last sentence. "Motion was made by Commissioner Klevos and seconded by Commissioner Hall to approve staff to being dialogue..." should be corrected to "Motion was made by Commissioner Klevos and seconded by Commissioner Hall to approve staff to begin dialogue..." Motion was made by Commissioner Ward and seconded by Commissioner Roberts to approve the minutes from a regular meeting held on Wednesday, January 18, 2012 with the noted change. Passed unanimously.

Staff reviewed the Financial Summary Reports from December 31, 2011 and January 31, 2012. Motion was made by Commissioner Roberts and seconded by Commissioner Mielke to approve the Financial Summary Reports from December 31, 2011 and January 31, 2012. Passed unanimously.

Staff reviewed the Section 8, Public Housing, Rivers Edge, Wabasha Apartments, Pepin Apartments, Lake Pepin Plaza, Lake Pepin Plaza II, Greenview Estates, Parkview Court, Holden Meadows, Countryside Way, Whispering Woods, Trailside Terrace, Rolling Hills, Fuller Estates, Heritage Hill, Nor-Plain Apartments, Nor-Stone Apartments, and Oak Court Apartments monthly reports.

Staff requested approval of a resolution authorizing revisions to the Section 8 Housing Choice Voucher Program Management Program Certification (SEMAP) be submitted to HUD.

The resolution was introduced by Commissioner Beniak, read in full and considered:

12/02/15/01

Commissioner Noah moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Ward and upon the roll call the AYES and NAYES were as follows:

AYES	NAYES
Robert Beniak	
Laura Mielke	
Robert Noah	
Jack Roberts	
Marcia Ward	

The chairperson thereupon declared said motion carried and resolution adopted.

Staff requested approval of a resolution authorizing revisions to the Section 8 Housing Choice Voucher Program Utility Allowance.

The resolution was introduced by Commissioner Beniak, read in full and considered:

12/02/15/02

Commissioner Roberts moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Noah and upon the roll call the AYES and NAYES were as follows:

AYES	NAYES
Robert Beniak	
Laura Mielke	
Robert Noah	
Jack Roberts	
Marcia Ward	

The chairperson thereupon declared said motion carried and resolution adopted.

Staff requested approval of a resolution authorizing revisions to the Public Housing Utility Allowance.

The resolution was introduced by Commissioner Beniak, read in full and considered:

12/02/15/03

Commissioner Roberts moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Ward and upon the roll call the AYES and NAYES were as follows:

AYES
Robert Beniak
Laura Mielke
Robert Noah
Jack Roberts
Marcia Ward

NAYES

The chairperson thereupon declared said motion carried and resolution adopted.

Commissioner Ward informed those in attendance that she attended a meeting on Tuesday, February 14th that Houston County had invited the counties in SEMMCHRA's service area to. Representatives from Dodge, Fillmore, Houston, Wabasha and Winona Counties were in attendance. Commissioner Ward stated that the counties probably won't pay their share and stated that SEMCAC told those at the meeting they could operate the Section 8 program at a lower administrative rate. Staff asked why two of the key players, SEMMCHRA and HUD, were not invited to the meeting.

Staff requested approval to utilize up to \$80,000 of Program Income funds to conduct an energy audit and make energy efficiency improvements at River's Edge Apartments in Mazeppa. Motion was made by Commissioner Roberts and seconded by Commissioner Noah to utilize up to \$80,000 of Program Income funds to conduct an energy audit and make energy efficiency improvements at River's Edge Apartments in Mazeppa. Passed unanimously.

Staff updated the Board on re-financing of Lake Pepin Plaza and Lake Pepin Plaza II.

Staff gave updates on the Dodge Center SCDP, Winona County SCDP, Dodge Center II SCDP, MIF Flood Recovery Grant – Wabasha County, and Revolving Loan Rehab Programs.

Staff updated the Board on revisions to the 2012 SCDP application process.

Staff requested approval of residential SCDP loans DCII-131 and DCII-132. Motion was made by Commissioner Noah and seconded by Commissioner Mielke to approve residential SCDP loans DCII-131 and DCII-132. Passed unanimously.

Staff reviewed the Public Housing Capital Improvement Project Report.

Staff gave updates on the St. Charles, Elgin, Kenyon, Wabasha projects; the Minnesota City Participation Program (MCP); Wabasha County Public Health Building.

Staff updated the Board on the dialogue with the Wabasha County Board of Commissioners regarding a countywide Economic Development Authority (EDA).

Staff updated the Board on the refinance of South Fork, St. Charles, and Eagles Basin, Wabasha.

Staff gave updates the Board on the Flood 2007 recovery efforts and the September 2010 flood recovery efforts.

NEW BUSINESS:

Gary Aswegan stated that he was attending the Board meeting to gain further knowledge of the HRA.

Commissioner Roberts asked staff about having radon testing completed on the properties SEMMCHRA owns. He stated that he had the radon elimination process conducted on his home, and it cost approximately \$1,350.

Staff reviewed the 2012 Administrative Goals with the Board.

Staff updated the Board on the MN NAHRO legislative agenda.

Staff updated the Board on the meeting scheduled with cities of Dodge County and Commissioner David Erickson.

Staff requested approval to write off commercial rehabilitation loans for \$19,056.98 for the Anderson House and \$6,749.25 for Big Bear Get-N-Go. Motion was made by Commissioner Noah and seconded by Commissioner Roberts to write off commercial rehabilitation loans for \$19,056.98 for the Anderson House and \$6,749.25 for Big Bear Get-N-Go. Passed unanimously.

Staff reviewed the minimum wage analysis conducted for the HRA's salary schedule. Staff requested approval to increase the minimum salaries by one dollar per hour in the salary schedule and increase the pay proportionally for those employees who are a pay grade five or less in order for the HRA's pay to be more competitive with other agencies. Motion was made by Commissioner Mielke and seconded by Commissioner Roberts to increase the minimum salaries by one dollar per hour in the salary schedule and increase the pay proportionally for those employees who are a pay grade five or less. Passed unanimously.

Staff invited Board members to tour the rambler in Eagles Basin.

There being no further business to come before the Board, on motion duly made by Commissioner Roberts and seconded by Commissioner Mielke, the meeting was adjourned.

I certify that the above is a true and correct record of the proceedings of the Southeastern Minnesota Multi-County Housing and Redevelopment Authority at a regular meeting on February 15, 2012, at which a majority of the members of said Board was present.

(SEAL)

Robert Noah, Secretary