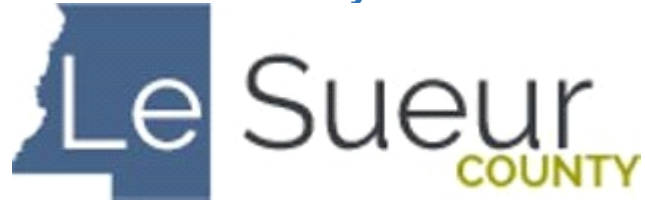


Le Sueur County HRA Board



1. March 31, 2022 Agenda & February 24, 2022 Minutes

Documents:

[20220415080529689.PDF](#)



**MARCH 31, 2022
REGULAR MEETING**

**LE SUER COUNTY HRA MEETING CONDUCTED VIA ZOOM CONFERENCE CALL
MVAC Administrative Offices
Mankato, MN**

10:00 A.M.

AGENDA

- I. Call to Order
- II. Approval of Minutes
- III. Housing Services Update
- IV. Section 8 Rental Assistance
 - A) Presentation and Approval of Reports
 - B) Transfer of Funds
 - C) Program Report
- V. Other Business
- VI. Adjournment

**PLEASE CONTACT THE OFFICE NO LATER THAN
WEDNESDAY, MARCH 30, 2022
IF YOU CANNOT ATTEND THE MEETING.**

The zoon instructions that were used for the February meeting will also be used for the March meeting and will be emailed a few days before the meeting along with a few other documents.

Le Sueur County HRA Minutes

This meeting conducted at the administrative offices in Mankato for MVAC was conducted via zoom conference call. The meetings are being recorded and will be available on file in the event there are questions.

Date: February 24, 2022

Opened: 10:00. a.m.

Place: MVAC Conference Room

Closed: 10:53 a.m.

MEMBERS PRESENT:

Terry Overn, Pat Nusbaum, Monica Muchow, Leah Petricka and Danny O'Keefe.

MEMBERS ABSENT:

None.

OTHERS PRESENT:

Judd Schultz, MVAC staff representative.

CALL TO ORDER:

Pat Nusbaum, Chair, called the meeting to order.

APPROVAL OF MINUTES:

Commissioner Petricka moved, seconded by Commissioner O'Keefe to approve the minutes of the December 9, 2021, regular meeting as mailed. **MOTION CARRIED.**

HOUSING REPORT:

Judd Schultz, Housing Services Director, provided updates on the Section 8 rental assistance program as they relate to activity with clients and landlords, utilization of the vouchers and the budget. Updates were also provided on the Energy Assistance Program, Rent Help MN, status of any Small Cities applications, the Weatherization Program, and any other programs currently being administered by MVAC.

PRESENTATION AND APPROVAL OF REPORTS:

Commissioner Nusbaum, Chair, presented the following reports:

Section 8 Production Data Report, November, December and January

Section 8 Financial Reports, November, December and January

Cash Balance Statements, November, December and January

General Ledger Administrative Cost Reports, November, December and January

December 2021 additions or corrections in the amount of \$233.00

January 2022 Rental Assistance Payments in the amount of \$42,433.00

January 2022 Utility Reimbursement Payments in the amount of \$781.00

January 2022 Portability Payments in the amount of \$2,502.70

February 2022 Rental Assistance Payments in the amount of \$41,482.00

February 2022 Utility Reimbursement Payments in the amount of \$557.00

February 2022 Portability Payments in the amount of \$2,502.70

March 2022 Rental Assistance Payments in the amount of \$40,395.00
March 2022 Utility Reimbursement Payments in the amount of \$817.00
March 2022 Portability Payments in the amount of \$2,502.70

After review Commissioner Petricka moved, seconded by Commissioner Muchow to approve the additions/corrections to the rent sheets for the month of December totaling \$273.00. Motion made by Commissioner Petricka, seconded by Commissioner Muchow to approve the rent sheets for the months of January, February and March. **MOTION CARRIED.**

Commissioner O'Keefe moved, seconded by Commissioner Muchow, to approve the transfer authorization in the amount of \$48,809.00 for the month of January for the reimbursement of expenses for the Section 8 Rental Assistance Program. **MOTION CARRIED.**

After board review of the expenditures of the Section 8 Rental Assistance Program, Commissioner Overn moved, seconded by Commissioner O'Keefe, to approve the expenditures submitted in the amount of \$51,038.13 for the month of November. **MOTION CARRIED.**

Commissioner O'Keefe moved, seconded by Commissioner Nusbaum, to approve the transfer authorization in the amount of \$48,984.00 for the month of February for the reimbursement of expenses for the Section 8 Rental Assistance Program. **MOTION CARRIED.**

After board review of the expenditures of the Section 8 Rental Assistance Program, Commissioner Petricka moved, seconded by Commissioner Overn, to approve the expenditures submitted in the amount of \$52,906.05 for the month of December. **MOTION CARRIED.**

Commissioner O'Keefe moved, seconded by Commissioner Nusbaum, to approve the transfer authorization in the amount of \$48,984.00 for the month of February for the reimbursement of expenses for the Section 8 Rental Assistance Program. **MOTION CARRIED.**

After board review of the expenditures of the Section 8 Rental Assistance Program, Commissioner Nusbaum moved, seconded by Commissioner O'Keefe, to approve the expenditures submitted in the amount of \$53,077.16 for the month of December. **MOTION CARRIED.**

NEW BUSINESS

None.

OLD BUSINESS

A synopsis of proposed changes to the Revolving Loan Fund was handed out and briefly discussed by the board. After general discussion a motion was made by Commissioner Muchow, seconded by Commissioner O'Keefe to offer these loans to non-city limit homeowners in LeSueur County for a maximum of \$20,000 per project, for a 10 Year 0% deferred loan period. **MOTION CARRIED.** A motion was also made by Commissioner Petricka, seconded by Commissioner Muchow to authorize the Minnesota Valley Action Council to administer the

loans at a cap of \$1,400 per project. MOTION CARRIED. All the bullet points of the approved changes will be completed by Judd Schultz and will be available at the next meeting.

NEXT HRA MEETING

The next HRA meeting will be scheduled for **Thursday, March 31, 2022, at 10:00 AM** in the conference room of the MVAC administrative offices in Mankato. **Meetings will continue to be conducted in a “zoom” format until further notice. The invitation and zoom meeting details will continue to be used for the next meetings and will be emailed to the board members prior to the meeting.**

ADJOURNMENT

There being no further business, a motion was made to adjourn by Commissioner Petricka, seconded by Commissioner O’Keefe and duly carried.

Respectfully submitted,
Monica Muchow, Secretary