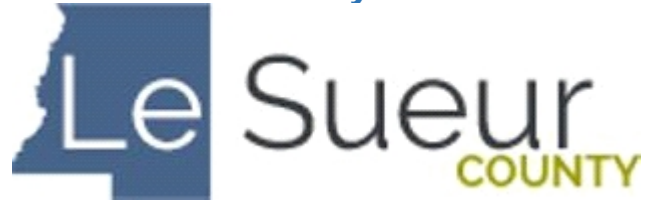


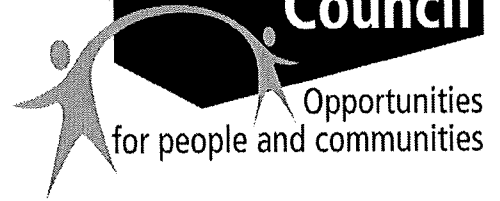
*Le Sueur County HRA Board*



1. April 28, 2022 Agenda And Minutes

Documents:

[20220426164749379.PDF](#)



**APRIL 28, 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, April 27, 2022  
IF YOU CANNOT ATTEND THE MEETING.**

**The zoon instructions that were used for the March meeting will also be used for the April 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:** March 31, 2022

**Opened:** 10:01. a.m.

**Place:** MVAC Conference Room

**Closed:** 10:39 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 Overn moved, seconded by Commissioner Muchow to approve the minutes of the February 24, 2022, regular meeting as mailed. **MOTION CARRIED.** Staff have also been instructed to be sure that copies of the minutes are forwarded to the County Administrator in LeCenter. This is to be effective immediately.

### **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, 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, February

Section 8 Financial Reports, February

Cash Balance Statements, February

General Ledger Administrative Cost Reports, February

March 2022 additions or corrections in the amount of \$5,803.00

April 2022 Rental Assistance Payments in the amount of \$44,866.00

April 2022 Utility Reimbursement Payments in the amount of \$680.00

April 2022 Portability Payments in the amount of \$3,697.82

After review Commissioner O'Keefe moved, seconded by Commissioner Muchow to approve the additions/corrections to the rent sheets for the month of March totaling \$5,803.00.

Motion made by Commissioner O'Keefe, seconded by Commissioner Muchow to approve the rent sheets for the months of April. **MOTION CARRIED.**

Commissioner Muchow moved, seconded by Commissioner Overn, to approve the transfer authorization in the amount of \$50,917.00 for the month of April 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 Nusbaum, to approve the expenditures submitted in the amount of \$53,944.11 for the month of February. **MOTION CARRIED.**

#### **NEW BUSINESS**

A copy of the recently completed audit for LeSueur County HRA for fiscal year ending 9/30/21 was mailed to the board members prior to the meeting for review. The audit was clean, there were no findings. After brief discussion a motion was made by Commissioner Overn, seconded by Commissioner O'Keefe to accept the audit as presented. **MOTION CARRIED.** Staff were instructed to be sure that a copy of the audit along with any final billing were forwarded to the Auditor's office in LeCenter.

Brief discussion was held on the fire which occurred in the community of Waterville and what, if any role, the HRA would play regarding potential funding of demolition, etc. Further discussion to be held at a later date.

#### **OLD BUSINESS**

Judd Schultz prepared a finalized summary of the guidelines for the utilization of the LeSueur County HRA Revolving Loan Funds based upon changes from the last meeting. At this time MVAC has a current balance in this fund in the amount of \$45,147.79 and the County has a fund balance of \$110,846.00. Based upon those figures a total of 7 projects would be completed at a total cost of \$149,800. Further discussion was held on the administration of the funds thru the County and research was going to be done to determine if there is a contractual agreement in place with the County and the HRA Board for the administration of funding.

#### **NEXT HRA MEETING**

The next HRA meeting will be scheduled for **Thursday, April 28, 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 Muchow, seconded by Commissioner O'Keefe and duly carried.

Respectfully submitted,  
Monica Muchow, Secretary