



**MAY 26, 2022**  
**REGULAR MEETING**

**LE SUER COUNTY HRA MEETING**  
**MVAC LeCenter Offices**  
**125 E Minnesota St, LeCenter, 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
  - \*By Laws
  - \*Contractual Agreement with LeSueur County
- VI. Adjournment

**PLEASE CONTACT THE OFFICE NO LATER THAN  
WEDNESDAY, MAY 25, 2022  
IF YOU CANNOT ATTEND THE MEETING.**

## 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:** April 28, 2022

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

**Place:** MVAC Conference Room

**Closed:** 10:39 a.m.

### **MEMBERS PRESENT:**

Terry Overn, Pat Nusbaum, Monica Muchow, and Leah Petricka.

### **MEMBERS ABSENT:**

Danny O'Keefe.

### **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 March 31, 2022, 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, status of any Small Cities applications, the Weatherization Program, and any other programs currently being administered by MVAC. (see attachments)

### **PRESENTATION AND APPROVAL OF REPORTS:**

Commissioner Nusbaum, Chair, presented the following reports:

Section 8 Production Data Report, March

Section 8 Financial Reports, March

Cash Balance Statements, March

General Ledger Administrative Cost Reports, March

April 2022 additions or corrections in the amount of \$618.00

May 2022 Rental Assistance Payments in the amount of \$43,687.00

May 2022 Utility Reimbursement Payments in the amount of \$1,408.00

May 2022 Portability Payments in the amount of \$2,894.34

After review Commissioner Muchow moved, seconded by Commissioner Nusbaum to approve the additions/corrections to the rent sheets for the month of April totaling \$618.00.

Motion made by Commissioner Muchow, seconded by Commissioner Nusbaum to approve the rent sheets for the months of May. **MOTION CARRIED.**

Commissioner Overn moved, seconded by Commissioner Muchow, 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 Overn, to approve the expenditures submitted in the amount of \$57,407.47 for the month of March. **MOTON CARRIED.**

### **NEW BUSINESS**

Judd Schultz discussed with the board some concerns that have been brought up regarding the monthly HRA meetings that are being conducted in a “zoom” format. It has been recommended that we resume in person meetings; these will once again be conducted at the MVAC LeCenter office located at 125 E Minnesota St in LeCenter, MN. At this point in the meeting there was also discussion regarding a request by Joe Martin, the LeSueur County Coordinator, to have a “working” meeting to discuss the future of the HRA, the role of the HRA Commissioners and several other areas of interest as it may pertain to the formation of an Economic Development Authority in LeSueur County. This informal working meeting will be held at the LeSueur County Courthouse on Thursday, May 5, 2022 in the morning. Judd Schultz will be sure to provide a finalized notice or agenda which will be sent to the HRA board members prior to the meeting.

At this point in the meeting Commissioner Muchow basically provided her notice to leave the board since she will be relocating to Cannon Falls, Minnesota. She will be available for the May meeting, but her resignation will be effective after that. She will be making a contact with the LeSueur County board member in her area to discuss a possible replacement on the board.

### **OLD BUSINESS**

None.

### **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 offices in LeCenter, MN.

### **ADJOURNMENT**

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

Respectfully submitted,  
Monica Muchow, Secretary