

PUBLIC HOUSING COMMISSION

202 N. FIRST STREET

MARSHALL, MN 56258

January 13, 2025

3:30 P.M Board Meeting

- 1 Call to Order:
2. Roll Call:
3. Approval of Previous Meeting Minutes: December 15th, 2024
4. Reports:
 - A. **One & Two Month** report for Operating Statement for FY 2025
 - B Accounts Receivable/Payable.
 - C. Occupancy/ Maintenance Report
5. CFP. 2022 – All Items Complete, Payments.
2023 – Walk thru items on patio Doors and East Main Doors.
2024 – Eric here on The 01/07/25 discussed several items.
6. New Business:
 - A. Washer / Dryer Update. Payment. \$ 675.00
 - B. No updates on Sewer Liner, called on 01/07/25.
 - C. Approve Resolution # 25-01, Wage Increase for a Three Year Term.
 - D. Approve Resolution # 25-02, Minnesota Pay Equity Report, ending 12/31/2024
7. Executive Director Items:
8. Commissioner Items:
 - A.
9. Date and Time for Next Regular Meeting, February 10th , 2025. 3:30 p.m.
10. ADJOURN TIME

**PUBLIC HOUSING COMMISSION
OF THE CITY OF MARSHALL
PARKVIEW APARTMENTS**

Minutes of the Meeting of
November 18, 2024

Meeting called to Order: 3:30 P.M. by Vice Chair Reilly.
Members Present: Farrell, Reilly, Knutson, Katz, Rickgarn
Schroeder. Absent: Juarez-Called In.

MOTION by Knutson, seconded by Katz, to approve the minutes of the October 21st, 2024 meeting. All voted in favor, Motion passed.

REPORTS: (No Report) - Month Reports, Operating Statement for FYE 24 was reviewed by the Board. Motion by , second by to approve the Report All voted in Favor, Motion passed.

Account Receivable/Payable: A One-month report was reviewed; several items were pointed out and discussed to the Board by the Director, including checks from # 022196 to # 022241 in the amount of \$ 72,099.32. Motion by Knutson, second by Reilly, to approve the report. All voted in favor.

Occupancy Report: Currently working with several applicants for Parkview, and Family Units. Detailed Maintenance report included. CFP - 2022-2023. Patio Doors Installed, Working off of Walk Thru Items.

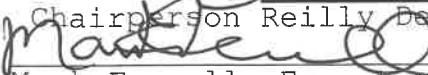
CFP- 2024, Looking over Site Plans for the garages.


New Business:

- A. Washer /Dryer Update-payment. \$ 695.00
- B. Motion by Reilly, second by Knutson to Approve Resolution # 24-13. Approve Family Unit Utility Allowances, effective 12/01/24. This is for Units with Natural Gas only. All voted in Favor, Motion Passed.
- C. Motion by Reilly, second by Knutson, to Approve Resolution # 24-14. Closing out Wells Fargo Checking Acct. and putting those funds into a CD at Minnwest Bank. All Voted in Favor , Motion Passed.
- D. Reviewed a Low Loss Certificate from Insurance Company.
- E. Motion by Reilly, second by Knutson to approve and pay Invoice for Three Deck/stairs at Family Units. All voted in Favor, Motion Passe.
- F. The Board reviewed a Bid to install a Sewer Liner in the Main Sewer Line at Parkview. A second company never turned in a Bid. Motion by Reill, second by Knutson to Approve this Bid on the Contingency of information on the warranty and the earth work performed during winter months. This information will be obtained and passed to the Board. The Board was satisfied by the response from the Liner Company. All voted in Favor of this Motion, Motion passed. All updates will be passed on to the Board.

Next Meeting: **December 16th, 2024 3:30 p.m.**

Chairperson Reilly Declared the meeting adjourned at 4:18 p.m.


Mark Farrell, Executive Director


Board Member