

**Brainerd HRA
SPECIAL BOARD MEETING MINUTES
6/16/21**

A special meeting of the Board of Commissioners of the Housing and Redevelopment Authority (HRA) in and for the City of Brainerd, Minnesota, was held via WebEx video/teleconference at 1:00 p.m., June 16th, 2021.

1. **CALL TO ORDER:** Chair Johnson called the meeting to order at 1:02 p.m.
2. **ROLL CALL:** Present: Johnson, Duval, Larson, Kent, Erickson and Decker. Absent: none.

Others present: Executive Director Eric Charpentier, Finance Director Karen Young, Rehab Coordinator John Schommer, Rental Assistance Manager Tania Eller

3. **NEW BUSINESS:**

a. **Approval to Execute Contract for North Star Boiler/Water Heater & Mechanical Upgrades Project**

Commissioner Larson moved to authorize Executive Director Eric Charpentier to execute a contract with Northern Air Corporation dba NAC Mechanical & Electrical Services in the amount of \$839,315.00 for the North Star boiler/water heater and mechanical upgrades project. Commissioner Erickson seconded the motion. Discussion regarding the impact on the budget as well as estimated lifetime of the improvement took place. Rehab Coordinator Schommer estimated that the system should be in place for a lifetime of at 30-40 years or more. Finance Director Young estimated our Capital Fund would be at approximately \$200k after the project completion. Chair Johnson did ask staff what the what our comfort level was in case there are other needs for our properties that occur throughout the rest of the year. Staff was comfortable with the Capital reserve but did share and understand the board's concern. Upon roll call vote all six commissioners voted in favor of the motion and none of the were opposed. The motion passes.

4. **ADJOURN:**

Commissioner Erickson made a motion to adjourn the meeting. Commissioner Duval seconded the motion. All commissioners voted in favor of the motion, and none were opposed. The motion was approved, and meeting was adjourned at 1:20 p.m.