

**Madison Housing & Redevelopment Commission**  
**Regular Meeting**  
**November 15, 2022**

The regular meeting of the Madison Housing and Redevelopment Commission (MHRC) was held on November 15, 2022 at Nicky's Steakhouse. Present were Commissioners Tom Bernard, Scott Johnson, and Tim Walburg. Absent was Commissioner Marie Lohsandt. Also present were Mayor Roy Lindsay, Legal Counsel Jacob Dawson, and Executive Director GayLynn Hagemann. Chairman Johnson, who established a quorum was present, called the meeting to order at 5:45 p.m. Unless noted all motions were unanimous.

Motion by Walburg, seconded by Bernard to approve the agenda as presented.

Motion by Bernard, seconded by Walburg to approve the minutes of the regular meeting held on September 19 as presented.

Motion by Walburg, seconded by Bernard to approve expenditures that were paid the end of September, October, and beginning of November.

Motion by Walburg, seconded by Bernard to approve the Maintenance Supervisor Report.

The board reviewed the Tower and Townhome Occupancy Reports and the Section 8 report.

Motion by Walburg, seconded by Bernard to approve the account balances, bank reconciliations, operating statements, and payrolls.

Comment by Walburg and agreed upon by board members that it was nice to see the mayor in attendance at our meeting.

Motion by Walburg, seconded by Bernard to enter executive session at 6:00 p.m. per SDCL 1-25-2(3) to meet with legal counsel. Motion by Walburg, seconded by Bernard to exit executive session at 7:15 p.m.

Motion by Walburg, seconded by Bernard to increase employee pay rates by \$0.50 as of January 1, 2023 and continue to pay 100% of the single rate for employee health insurance premiums.

Motion by Walburg, seconded by Bernard to approve purchase and installation of hallway carpet by Carpet One, \$44,776.60. Other bids received were from Montgomery's, \$48,789.63 and Specialized Floor Coverings, \$48,980.95.

Motion by Bernard, seconded by Walburg to set the "Flat Rent" for the Tower at 80% of Fair Market Rent for 2023 to begin December 1, 2022.

Motion by Walburg, seconded by Bernard to move bad debts from 2022 accounts receivable to Collection Losses, \$1,443.

Motion by Walburg, seconded by Bernard to continue coverage for employee health insurance through the Health Pool of SD.

Other items discussed were: having a Utility Allowance update completed by NelRod for Section 8, the HUD REAC inspection that was conducted on November 8, Interlakes Wireless's interest in possibly leasing the roof top, and December 1 the housing assistance payments begin for a portion of the tenants at Park View Apartments.

Motion by Bernard, seconded by Walburg to require operational CO detectors in all HUD subsidized units with fuel-fired/burning appliances or an attached garage.

The tenant Christmas Party will be on Thursday, December 15<sup>th</sup> at 6:00 p.m. at the Tower Community Room with the board meeting to follow.

Motion by Walburg, seconded by Bernard to adjourn at 7:47 p.m.

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GayLynn Hagemann, Executive Director

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Scott Johnson, Chairman