

HOUSING AND REDEVELOPMENT AUTHORITY  
OF THE CITY OF SOUTH ST. PAUL

BOARD OF COMMISSIONERS  
MINUTES  
SPECIAL MEETING  
JANUARY 22, 2019

The Special Meeting of the Housing and Redevelopment Authority of the City of South St. Paul was held on January 22, 2019 in the South St. Paul City Hall Council Worksession Room. Chairperson Hansen called the meeting to order at 6:30 P.M.

The following Commissioners were present: Sharon Dewey, Bill Flatley, Joe Forester, Jimmy Francis, Joe Kaliszewski, Tom Seaberg and Chairperson Lori Hansen.

Staff was represented by: Ryan Garcia and Joel Hanson. Legal Counsel Tim Kuntz was present.

APPROVAL OF AGENDA

It was moved by Commissioner Flatley and seconded by Commissioner Seaberg to approve the agenda as presented. Motion carried.

PUBLIC HEARINGS

A. Transfer of HRA Properties to the South St. Paul Economic Development Authority – Resolution No. 19-3324

Chair Hansen opened the public hearing.

Mr. Garcia reported the HRA properties listed on Exhibit A of Resolution No. 19-3324 are considered developable properties and as such should be transferred to the Economic Development Authority.

No correspondence was received nor was anyone in attendance to speak to the matter.

It was moved by Commissioner Flatley and seconded by Commissioner Seaberg to close the public hearing.

It was moved by Commissioner Flatley and seconded by Commissioner Seaberg to approve Resolution No. 19-3324 approving the transfer of HRA Properties to the South St. Paul Economic Development Authority. Motion carried.

Correspondence re above is recorded as Document No. 6645A.  
The above resolution is attached and made part of these minutes.

B. Transfer of HRA Properties to the City of South St. Paul – Resolution No. 19-3325

Chair Hansen opened the public hearing.

Mr. Garcia reported the HRA owns several remnant parcels of property throughout the City that have been deemed undevelopable.

No correspondence was received nor was anyone in attendance to speak to the matter.

It was moved by Commissioner Forester and seconded by Commissioner Francis to close the public hearing.

It was moved by Commissioner Forester and seconded by Commissioner Francis to approve Resolution No. 19-3325 approving the transfer of HRA undevelopable remnant properties listed in Exhibit A of the aforementioned resolution to the City of South St. Paul. Motion carried.

Correspondence re above is recorded as Document No. 6645B.  
The above resolution is attached and made part of these minutes.

CONSENT AGENDA

It was moved by Commissioner Francis and seconded by Commissioner Flatley to approve the Consent Agenda as follows:

A. Approval of Minutes – Special Meeting – October 8, 2018

Motion carried            7 ayes / 0 Nays

GENERAL BUSINESS

A. Approval of Bid and Award Contract for Elevator Project at the John Carroll Highrise

Mr. Garcia reported that the bidding process for the elevator modernization project at the John Carroll building, located at 300 Grand Avenue West, was resulted in the receipt of four qualified bids, with the low qualified bidder being Larson Elevator with a total bid price of \$363,083. Mr. Garcia reported that the architect's recommendation was to award the bid to Larson Elevator. Mr. Garcia clarified that Alternate Number 1, which included pricing for ongoing elevator maintenance, could be accepted at the board's discretion separate from the primary bid. Commissioner Seaberg suggested staff exploration of utilizing CommonBond's maintenance contracts for these services.

Moved by Commissioner Seaberg and seconded by Commissioner Forester to accept the bid and award a contract for the Elevator Modernization Project at the John Carroll Apartments to Larson Elevator Group.

Correspondence re above is attached as Document No. 6646.

HRA Special Meeting Minutes

January 22, 2019

Page 3 of 3

Motion carried        7 ayes / 0 Nays

ADJOURNMENT

There being no further business to come before the Board it was moved by Commissioner Francis and seconded by Commissioner Kaliszewski to adjourn. Chairperson Hansen declared the meeting adjourned at 6:43 PM.

Respectfully submitted,

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Bill Flatley, Secretary

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Lori Hansen, Chairperson

Dated: \_\_\_\_\_