

Housing and Redevelopment Authority
July 20, 2021
Approved Regular Meeting Minutes

North St. Paul City Hall – Council Chambers
2400 Margaret Street

I. CALL TO ORDER

Chair Furlong called the meeting to order at 7:46 p.m.

II. ROLL CALL

Present: Chair Terry Furlong, Commission Members Scott Thorsen, Candy Petersen, Lisa Wong, Tim Cole and Interim Executive Director Brian Frandle.

Staff: Jennie Kloos, Ron Ritchie, Randy Miller, Kari Erpenbach

III. DIRECTOR REPORTS & PROJECT UPDATES

There were no reports.

IV. HRA ACTION ITEMS & RECOMMENDATIONS

- A. Approval of the Joint Powers Agreement between the City and Northeast Intermediate School District 916 (CTC) to continue the student home projects for the 2021-2022 school year at 2487 19th Ave

Member Petersen moved and Member Thorsen seconded, to approve the Joint Powers Agreement between the City and Northeast Intermediate School District 916 (CTC) to continue the student home projects for the 2021-2022 school year at 2487 19th Ave. Motion passed 5-0.

- B. Revised Plans for Student Built Home

Tom Spheh, from North East Metro 916 Vocational Center updated the HRA on preliminary plans that were reviewed at the previous HRA meeting. There are many facets when looking at the plan: the house has to fit in the neighborhood, the house has to fit on the lot and the house also needs to fit into the financial budget plan. Spheh reached out to the original architect, Leah Johnson and then received variations of the streamlined plan. She replied that she is about 2 weeks out from making the revisions and the cost is approximately \$1.00/ ft, which would be \$2,600.00. Spheh feels this is a little high and looking for direction on how to move forward. Chair Furlong left the decision on the drawing fee in Spheh's discretion.

Member Thorsen mentioned that it was previously mentioned that a way to save costs would be to not finish the basement. Would that help reduce the cost of the \$2,600? Spheh said he would inquire with the architect.

Discussion was then held on whether or not to complete the basement, how it will affect the drawing fees and what the costs might be.

An item that was previously mentioned in a prior meeting was reaching out to Kraus Anderson on the structural imaging. As an update, Spheh has not heard back as of today's meeting. With the importance of imagining, inquiry was made if MNSpect would be able to do this. Interim City Manager Frandle mentioned he would contact MNSpect for this service. Documentation would be needed for the short term. All members of the HRA agreed.

C. Demolition estimates for existing home at 2487 19th Ave E.

Public Works Supervisor Ron Ritchie reviewed items submitted on bids received on estimates for demolition of the existing home at 2487 19th Ave E. The bids consisted of tear down of the house, disconnect of the water and sewer and reconnect for the water and sewer. The lowest bid was Midstate Excavating at \$12,350. Midstate Excavating has done multiple projects in North St. Paul.

Chair Furlong had questions on the City of North St. Paul's bid and if staff would have time to do the project. Mr. Ritchie commented that day to day duties can vary within the department. Staff is able to do the project, but would come down to timing, schedules and HRA members recommendations. Figuring four staff and four days to complete the project.

Discussion was held on what the cost would be if North St. Paul staff were to do the project, removing labor and equipment. Member Thorsen stated that he feels the responsible thing to do would be to engage with one of the contractors, knowing that if something were to come up with the contractor, that staff could step in and do it. All members agreed to leave it up Mr. Ritchie to decide if staff would demo the house or if they would prefer to outsource it.

Mr. Ritchie reiterated that if staff has time to do the project, they will take care of it and if not, they will give it to the lowest bid contractor, Midstate Excavating.

V. FUTURE BUSINESS

No items were stated for future business.

VI. ADJOURNMENT

**Member Thorsen moved and Member Cole seconded to adjourn. Motion passed 5-0.
Meeting adjourned at 8:23 p.m.**

Next regular meeting: TBD as needed.

/s/ Terrence J. Furlong, Chair

Attest:

/s/ Brian T. Frandle, Interim Executive Director

