

St. Germain Housing Authority

Sunrise, Sunshine and Sunset Apartments



Meeting Minutes Monday, December 7, 2020

1. Meeting called to order by Chair, Sue Kessro at 10:07 AM. Present were Sue Kessro, Cookie Lough, Marion Janssen and Nancy Neff. Marv Anderson attended by a conference call. Jason Gruett from A & M Services was present.
2. Approval of minutes from the Wednesday, November 11, 2020 meeting, Lough made motion to approve, 2nd by Neff. Motion carried.
3. No public Comments.
4. Insulation Project: Gruett presented to the authority two bids for insulation work to be done at all three apartments by Home Energy Solutions and Integrity Plus Insulation, LLC. North Twin Builders, LLC did not wish to bid on the project. Gruett explained that in previous winters, there has been ice dam issues and ice buildup on the roofs of the building. The roofs are currently 10 years old and this insulation work will extend the lives of the roofs. Gruett identified the areas in the buildings that need more insulation, currently the insulation level as at R-11, this work will bring it up to R-38. Kessro asked if at a future date, if more insulation could be added and Gruett responded that it could be done. Motion by Janssen, 2nd by Neff to proceed with the work and to hire Home Energy Solutions at a cost of \$61,985.00, less a Focus on Energy Instant Incentive of \$13,378.00 for a net cost of \$48,607. Project to be funded by the St. Germain Housing Authority reserve account. Motion carried unanimously. Gruett will contact Rural Development for their consent and proceed with the scheduling of the repairs.
5. Repair Building 2 & 3 Entrance Lobbies: Gruett presented an estimate by Home Energy Solutions to repair some issues with entrance lobbies on Buildings 2 and 3. Anderson questioned that there was no other bids for this work. Janssen noted that this work is going to be paid out of the general operating budget for the apartments. Motion by Lough, 2nd by Neff to proceed with the repairs at a cost of \$8,450.00. Motion carried 4 to 1 with Anderson voting no.
6. Communications: Janssen asked how the Covid restrictions were working at the apartments. Gruett reported that he knew of only the two cases. Neff said that Apartments 2 and 3 were following the measures and that Apartment 1 continued to have the front door unlocked.

7. Items for next agenda: Progress report on insulation work. Next meeting will be on February 10, 2021.
8. Motion to adjourn by Neff, 2nd by Janssen at 10:50 AM