

MINUTES
CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY
July 19, 2012 7:00 a.m.

Members Present: Margaret Calvert, Sally Jenkins, Jill Streich, and Scott Soifer. Absent: Trey Becker. Others present: Heidi Nielsen, staff.

Call to Order. Chairperson Calvert called the meeting to order at 7:00 a.m.

Public Comments. Officer Bill Vetter was in attendance to update the Board on the position.

Amend-Approve Minutes of June 21, 2012. Soifer moved, Jenkins seconded the motion to approve the minutes of June 21, 2012 as presented. Ayes: 4, Nays: 0. Motion carried.

Approval of Bills. Soifer moved, Jenkins seconded the motion to approve payment of the revised bill listing totaling \$65,964.79. Ayes: 4, Nays: 0. Motion carried.

Communications. Items under Communications were reviewed but no action was taken.

Old Business. None

New Business.

Consider Approval to Provide Training for Staff. Staff requested approval to cover the costs for the remaining three firefighters to become Certified Lead Inspectors. Staff explained with the retirements and reduction in the staffing at the Fire Department it was difficult to schedule lead tests. This is also made more difficult by the fact that the Fire Station is now only staffed with two full time firefighters. Since our department is the only department that requires Certified Lead Inspectors, Darien Uetz contacted us to see if we would cover the cost of the class. Streich asked whether we would be able to realize the cost savings to bring the training to Charles City. Nielsen responded that any savings would go to the Fire Department because they are organizing the training. We would realize a cost savings because we only have to pay for the cost of the class and since it will be in Charles City, there will not be any additional expenses to cover travel. Soifer made a motion to approve the training for the Fire Department Staff. Jenkins seconded the motion. Ayes: 4. Nays: 0. Motion carried.

Consider Approval of Contract for Computer Support. The request was made to approve a contract with Trent Parker for computer support. Staff expressed frustrations with the current provider. Trent was contacted to help assist with a computer issue and he proved to be efficient and knowledgeable. The question was raised as to his availability because he has a full time job. He provides the support to the library and they have been happy with the service that he has provided them, so we don't anticipate that being an issue. The terms of the contract and costs for the services are reasonable and the contract can be ended with 30-day notice if the arrangement doesn't work. Due to this, Streich made a motion to approve the contract. Soifer seconded the motion. Ayes: 4, Nays: 0.

Being no further business, Soifer moved, Streich seconded the motion to adjourn. Ayes: 4, Nays: 0. Motion carried.

Charles City Housing and Redevelopment Authority

Margaret Calvert, Chairperson

ATTEST:

Heidi Nielsen, Director