



HOUSING AND REDEVELOPMENT AUTHORITY

CITY OF WELLS, MINNESOTA

MINUTES

Regular Session of the Housing and Redevelopment Authority City of Wells, Minnesota

The Housing & Redevelopment Authority of Wells, Minnesota (HRA) convened in regular session on December 16, 2010 at 5:30 p.m. in the Wells City Hall Conference Chambers. President Ann Marie Schuster called the meeting to order with the following members present: Vice-President Bill Groskreutz Jr., Secretary/Treasurer Tom Schindler, and Commissioner David Braun. Employee present: City Administrator Jeremy Germann.

CONSENT ITEMS:

Commissioner Groskreutz motioned to approve the minutes from the November 18, 2010 meeting as presented. Commissioner Braun seconded. Discussion held. President Schuster called for a vote with Braun, Groskreutz, Schindler and Schuster voting yea. **Motion carried.**

Commissioner Groskreutz motioned to approve a bill for \$3,750.00 (50 percent of \$7,500.00) from Dulas Excavating, INC dated December 1, 2010 and to table a bill for \$2,105.00 from Pettipiece & Associates, LLC dated October 26, 2010. Discussion held on scheduling a meeting with the Wells Economic Development Authority and Winnebago Economic Development Authority to discuss expenses associated with the Small Cities Development Program (SCDP). Schuster called for a vote with Braun, Groskreutz, Schindler and Schuster voting yea. **Motion carried.**

The HRA reviewed information regarding the Statewide Health Improvement Program (SHIP) grant. Discussion held.

Commissioner Schindler motioned to approve the financials as presented and to make the monthly transfer of funds. Commissioner Groskreutz seconded. Discussion held Wellington Estates. President Schuster called for a vote with Braun, Groskreutz, Schindler and Schuster voting yea. **Motion carried.**

Commissioner Groskreutz motioned to approve a bond payment of \$54,146.25 to US Bank in reference to a general obligation housing bond, series 2004. Commissioner Braun seconded. President Schuster called for a vote with Braun, Groskreutz, Schindler and Schuster voting yea. **Motion carried.**

BROADWAY APARTMENT/PARK PLACE TOWNHOME REPORT:

The HRA reviewed a management report regarding Broadway Apartments and Park Place Townhomes submitted by LifeStyle, INC. Discussion held.

OLD BUSINESS:

President Schuster brought the topic of the HRA rain garden to the table. Discussion held. With no new information to act on, the commission moved on to the next item on the agenda.

President Schuster brought the topic of the former trailer court property to the table. Discussion held on the status of the property transfer from the County of Faribault to the City of Wells and ultimately the Housing & Redevelopment Authority. With no new information to act on, the commission moved on to the next item on the agenda.

President Schuster brought the topic of the Facility Cost Share grant to the table. Discussion held with Administrator Germann updating the commission on recent correspondence with Abby Finis with the Office of Energy Security concerning the execution of the grant. Administrator Germann said he would keep the commission updated on any developing information. With no new information to act on, the commission moved on to the next item of the agenda.

President Schuster brought the topic of the Small Cities Development Program (SCDP) to the table. Discussion held on scheduling a meeting with the Wells Economic Development Authority and Winnebago Economic Development Authority to discuss expenses and grant money associated with the Small Cities Development Program (SCDP). It was the general consensus of the HRA that President Schuster and Commissioner Braun would represent the commission's interest at the meeting.

NEW BUSINESS:

President Schuster brought the issue of Housing Assistance Payment (HAP) contract to the table. Discussion held. President Schuster stated she would discuss signing the contract with Community Development Director Chris Elvebak. With no information to act on, the commission moved on to the next item on the agenda.

President Schuster brought the topic of a windshield survey associated with the Small Cities Development Program (SCDP) to the table. Discussion held. It was the general consensus of the HRA that Community Development Director Elvebak and Commissioner Schindler should conduct a windshield survey and report back to the commission.

President Schuster brought the topic of a commission appointment, to fill the seat left vacant by Marilyn Birk's resignation, to the table. Discussion held with Administrator Germann on options available to the commission for filling the vacancy. It was the general consensus of the HRA that each commissioner would bring a list of possible candidates to the next regularly scheduled meeting after gauging interest.

President Schuster opened the meeting to public comment. There was no public comment. President Schuster closed the meeting to public comment.

The next regularly scheduled meeting was set for 5:30 p.m. on January 20, 2011.

President Schuster declared the meeting adjourned after a motion from Commissioner Groskreutz.

Respectfully submitted;

Thomas Schindler
Secretary/Treasurer