HOUSING AND REDEVELOPMENT AUTHORITY

CITY OF WELLS, MINNESOTA

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

The Housing and Redevelopment Authority of Wells, Minnesota (WHRA) convened in regular session on January 21, 2010 at 5:50 p.m. in the Wells City Hall Conference Chambers. President Ann Schuster called the meeting to order with the following members present: Vice-President Bill Groskreutz Secretary/Treasurer Tom Schindler, Commissioner David Braun, and Commissioner Marilyn Birk. Employee present: Community Development Director Austin Bleess and City Administrator Jeremy Germann. Also present was Jim Abbe of Life Style Inc.

CONSENT ITEMS:
Commissioner Groskreutz motioned to approve the minutes as presented. Commissioner Braun seconded. President Schuster called for a vote with Braun, Birk, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Director Bleess presented the financial report. Discussion held. Commissioner Groskreutz motioned to approve the financial report and pay the Schrader Enterprises bill. Commissioner Birk seconded. President Schuster called for a vote with Braun, Birk, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

BROADWAY APARTMENT/PARK PLACE TOWNHOME REPORT:
Jim Abbe presented the operating reports for Broadway Apartments and Park Place Townhomes.

The report included the following information:

- There are currently 3 vacant units.
- The residents enjoyed the Christmas and New Years Eve parties.
- One of the boilers in Broadway sprung a leak.
- Park Place is full.

The 2010 budget for the Broadway Apartments was presented. Discussion held. Commissioner Groskreutz motioned to approve the budget as presented and approve a monthly transfer in the amount of $11,500. Commissioner Braun seconded. President Schuster called for a vote with Braun, Birk, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Commissioner Birk made a motion to set up an automatic transfer of funds between the Broadway Accounts to occur monthly from February 2010 to December 2010 in the amount of $11,500. Commissioner Schindler seconded. President Schuster called for a vote with Braun, Birk, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Mr. Abbe asked about the audit for the Broadway Apartment building. He received a bid from Abdo, Eick, and Meyers to do the audit. They are the same firm that does the audit for the city. Discussion held. The consensus was to have Jim try and get better prices for the audit.

Mr. Abbe asked about placemats to be used as advertising. Discussion held. Mr. Abbe will look at larger quantities of placemats and bring back more information to the February meeting.

Commissioner Birk discussed a concern from a resident of the Broadway Building about the windows. Discussion held.

Mr. Abbe left the meeting.

President Schuster recognized City Administrator Germann. Administrator Germann brought the issue of Director Bleess reaching his 6 month review to the table. He asked for feedback from the HRA board. Discussion held. Commissioner Schindler motioned to recommend to the City Council that they take Director Bleess off of probation. Commissioner Groskreutz seconded the motion. President Schuster called for a vote with Braun, Birk, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

OLD BUSINESS:

President Schuster brought the issue of the rain garden at Broadway Apartments to the table. Director Bleess is looking into getting a cooperative funding agreement sign. Discussion held.

President Schuster brought the issue of the trailer court to the table. Commissioner Groskreutz gave an update on the project. Discussion held.

President Schuster brought the issue of the Public Housing Grant to the table. Director Bleess informed the commissioners that awards are supposed to be decided on January 28 and he expects to hear a decision from them shortly after that date. Discussion held.

President Schuster brought the issue of the MCCP program to the table. Director Bleess informed the commissioners that he discussed the program with all of the banks, which agreed it is a good thing for the city. He informed the commission he sent in the application. Discussion held.

NEW BUSINESS:

President Schuster brought the issue of an offer on the property located at 160 3rd Ave NW. The offer was for $1,500 with the HRA paying the closing costs of approximately $425. Discussion held. Commissioner Schindler motioned to counter offer for a price of $1,500 with the buyer paying the closing costs. Commissioner Groskreutz seconded. President Schuster called for a vote with Braun, Birk, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

President Schuster brought the issue of the Blighted Residential Property Demolition Grant Program to the table. The application was reviewed. Discussion held. Commissioner

Groskreutz motioned to table the issue until the February meeting. Commissioner Schindler seconded the motion. President Schuster called for a vote with Braun, Birk, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Director Bleess brought the issue of an energy efficiency grant application to the table. The grant could be used to replace the windows in the Broadway Apartment building. Discussion held. Commissioner Groskreutz motioned to apply for the grant with a 50% match, of $26,242.14. Commissioner Braun seconded. President Schuster called for a vote with Braun, Birk, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Director Bleess brought the issue of the Statewide Health Improvement Grant to the table. The grant could be used to for a variety of healthy initiative related things. Discussion held. Director Bleess will look at the grant more and if a project is found he will apply for grant funding.

Commissioner Braun brought the issue of lighting behind the Broadway Building to the table. He mentioned when the trees have leaves again it will be dark in the alley and the HRA may need to add another light on the premise. Discussion held.

President Schuster opened the meeting to public comment.

There was no public comment.

President Schuster closed the meeting to public comment.

President Schuster reminded everyone of the annual HRA meeting to be held on February 18, 2010.

Motion by Commissioner Braun to adjourn the meeting and seconded by Commissioner Schindler. President Schuster called for a vote with Braun, Birk, Groskreutz, Schindler, and Schuster voting yea. **Motion carried**

Respectfully submitted;

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Thomas Schindler
Secretary/Treasurer

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Austin Bleess
Community Development Director