



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 March 11, 2010 at 5:30 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, and Commissioner David Braun. Employee present: Community Development Director Austin Bleess. Also present was Jim Abbe of Life Style Inc.

CONSENT ITEMS:

Commissioner Groskreutz motioned to approve the minutes from the February 18, 2010 meeting with no changes. Commissioner Braun seconded. President Schuster called for a vote with Braun, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Director Bleess presented the financial report. Discussion held. Commissioner Groskreutz motioned cash out the CD that is maturing on March 17, 2010 and put it in the Paragon Bank Money Market Account. Commissioner Schindler seconded. President Schuster called for a vote with Braun, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Commissioner Schindler asked on the Park Place Town Homes CD that will be maturing on March 28, 2010. President Schuster said Lifestyles Inc manages this CD. Discussion held.

Commissioner Schindler motioned to approve the financials and pay the bill. Commissioner Braun seconded. Discussion held. President Schuster called for a vote with Braun, 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 and one more coming.
- There was a piano concert which the residents enjoyed.
- An Irish Supper will be provided on March 17.
- The upcoming vacancy at Park Place has been filled.

There was a leak in the roof. Schwickerts was out and fixed the leak. A more permanent fix may be required. There was some damage done to Apartment 405 and 2 storage lockers. The resident of 405 sent a letter to the HRA and Lifestyles Inc including pictures. Both were

reviewed at the meeting. The letter requested reimbursement to cover damage to the personal property. Lifestyles has responded to the letter. Discussion held.

Jim Abbe discussed two potential elevator contracts. Minnesota Elevator offered a 5 year contract at the rate of \$140/month. Discussion held. Commissioner Groskreutz motioned to sign a 5 year contract with MN Elevator. Commissioner Braun seconded. President Schuster called for a vote with Braun, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Mr. Abbe said he is looking at getting some weatherization grant money through MN Valley Action Council for Broadway Apartments. Discussion held.

Mr. Abbe informed the commissioners that the placemats have been delivered to Broadway and from there will be distributed to churches to be used. Discussion held.

Mr. Abbe left the meeting at 6:05 p.m.

OLD BUSINESS:

President Schuster brought up the Community Development Director's Salary. Discussion held. Commissioner Groskreutz motioned to pay \$15,000 in 3 equal payments in April, August, and December contingent upon the LGA cuts being as predicted and the Community Development Office being fully staffed. Commissioner Schindler seconded. President Schuster called for a vote with Braun, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

President Schuster brought the issue of the monthly transfers to the table. Discussion held. The consensus was to keep the transfer amounts the same.

President Schuster brought the issue of the Rain Garden to the table. Director Bleess said we are waiting for the sign to be completed and installed. 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 SHIP Grant to the table. Commissioner Groskreutz informed the commissioners that the Community Garden grant, which the HRA will act as a pass through for, was approved in the amount of \$3,639. Discussion held.

President Schuster brought the issue of the Blighted Residential Property Demolition Grant to the table. Discussion held. Commissioner Schindler motioned to approve the Demolition grant program and to suspend the Blighted Housing Program for 2010. Commissioner Groskreutz seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Commissioner Braun motioned to fund the program at \$20,000 for 2010. Commissioner Groskreutz seconded. Discussion held. President Schuster called for a vote with Braun, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Director Bleess will write a press release and submit it to the newspaper and make the Application available online.

Commissioner Schindler asked on the discrepancies that were found in the financial report for the annual review. Director Bleess informed the commissioners that he could not locate any reasons as to why the numbers had changed between February 2009 and March 2009. Discussion held.

NEW BUSINESS:

President Schuster brought the issue of the Wellington TIF to the table. It was stated the HRA fronted the money to the City and that is why it is on our books. Director Bleess will continue to work with the City Attorney and City Administrator to find out if that money can be repaid or not.

President Schuster brought the issue of the SCDP funds to the table. Director Bleess informed the commissioners that he will be meeting with Pettipiece and Associates to discuss how the project was handled before and to learn from them to move forward with reusing the money that has been repaid to the HRA.

President Schuster brought the issue of street assessments to the table. Discussion held.

Director Bleess thanked the Commissioners for sending him to the MN NAHRO 2010 Day At The Capital.

Director Bleess brought the issue of the West Meadows subdivision to the table. He informed the commissioners that the Mylar plat will be at City Hall next week for signatures. Discussion held.

Commissioner Groskreutz brought the issue of the street light at Park Place up. He said he informed the city council the HRA pays for that street light every month. Discussion held.

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

The April 2010 meeting was set for Thursday, April 15th.

President Schuster declared the meeting adjourned.

Respectfully submitted;

Thomas Schindler
Secretary/Treasurer

Austin Bleess
Community Development Director