



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 April 15, 2010 at 5:30 p.m. in the Wells City Hall Conference Chambers. Vice-President Bill Groskreutz called the meeting to order with the following members present: Secretary/Treasurer Tom Schindler, 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 Schindler motioned to approve the minutes from the March 11, 2010 meeting with no changes. Commissioner Birk seconded. Vice-President Groskreutz called for a vote with Birk, Groskreutz, and Schindler voting yea. **Motion carried.**

President Schuster entered the meeting and assumed the chair.

Director Bleess presented the financial report. Discussion held. The Park Place Town Home property tax bills will be paid by Lifestyles. Commissioner Groskreutz motioned to approve the financials and pay the \$1 bill to the city and the \$1.65 bill for State Deed tax for the West Meadows property transfer. Commissioner Schindler seconded. Discussion held. President Schuster called for a vote with Birk, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

BROADWAY APARTMENT/PARK PLACE TOWNHOME REPORT:

Jim Abbe brought the issue of the elevator to the table. A new motor and valves may need to be installed on the elevator for an approximate cost of \$9,500. Mr. Abbe also stated that there may be some new elevator regulations going into effect in 2012. Mr. Abbe will get a second opinion on the elevator and will also look into the new regulations.

Jim Abbe presented the operating reports for Broadway Apartments and Park Place Townhomes.

The report included the following information:

- There are currently 2 vacant units at Broadway and one application has been received.
- The red hat society put on a dinner.
- Emergency procedures were reviewed.
- The residents are enjoying watching the Twins games.
- There is a MN Housing Finance Agency inspection coming up at the end of the month.

The leak in the roof has been fixed. The fix cost approximately \$1,900.

The boiler in the building will need to be replaced soon. Mr. Abbe is working to see if there is some funds available through MNVAC to help with this project.

The potential renter for Park Place has backed out, so there will be one upcoming vacancy. The Park Place CD currently is at \$11,000.53. Mr. Abbe will have the interest pulled off of the CD and will have the interest checks mailed quarterly.

Commissioner Schindler asked about having a full safety drill with the residents of Broadway, the fire department, ambulance crews, and the city police department. Mr. Abbe will look into possibly having one.

The placemats that were ordered are being delivered to area churches.

The Commission moved to the Wellington Estates topic. Director Bleess reviewed the information in the packet and informed the commissioners that the building has been offered for sale to the Wells HRA. The financial information from the Wellington Estates was reviewed. Discussion held. Mr. Abbe will run some numbers to see what it would take for the HRA to make the building cash flow and he will also speak with MN Housing Finance Agency on their willingness to restructure the debt.

Mr. Abbe left the meeting.

OLD BUSINESS:

President Schuster brought the issue of the SCDP funds to the table. Director Bleess informed the commission that they could keep the funds and use them to apply for a second round coming up this fall. Preference is given to joint community applications. Discussion held. Commissioner Birk motioned to have Director Bleess contact Byron Joost of Pettipiece and Assoc. to about having them handle another SCDP program grant and to see if another community in the county may be interested in partnering on this grant.

President Schuster brought the issue of the Rain Garden to the table. Director Bleess informed the commission the sign was installed and the bill is coming. Commissioner Schindler asked to revisit the issue of the Rain Garden next month in regards to the plants. Discussion held.

Commissioner Braun entered the meeting

President Schuster brought the issue of the trailer court to the table. Director Bleess said it was brought to his attention about possibly needing to seed the trailer park with grass to make sure it remains in a decent appearance this summer. Dulas Excavating had submitted an estimate of \$1,200 to level the land and seed it. Commissioner Birk motioned to have Director Bleess get 2 more estimates on the project and to go ahead with the lowest estimate. 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 up the Community Development Director's Salary. Director Bleess informed the commission the LGA cut is scheduled to be \$56,977 instead of the \$135,000 that was projected. The motion that was made at the March 2010 meeting had the payments contingent upon the LGA cuts being as predicted and Director Bleess wanted to know how the HRA would like to move forward. Discussion held. Commissioner Groskreutz motioned to pay \$5,000 in April, with the other payments to be reviewed in August. Commissioner Braun seconded. President Schuster called for a vote with Braun, Birk Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

NEW BUSINESS:

President Schuster brought the issue of the Demolition Grant request to the table. Discussion held. Commissioner Schindler motioned to approve the grant up to \$2,400 contingent upon the terms of the grant including proof of licensure by the contractor. Commissioner Braun seconded. President Schuster called for a vote with Braun, Birk Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Director Bleess asked if the grant could be used by those who have recently lost their homes to fire to help with the removal of the home. The consensus of the board was that use is not the intent of the grant.

Director Bleess brought the issue of the SHIP grant to the table. Sandy Lorenz is starting a Wellness Committee for the city and they were awarded \$16,000 in a SHIP grant. They would like the HRA to be the fiscal agent for this grant as well. Discussion held. Commissioner Groskreutz motioned to be the fiscal agent with a 1% Administrative fee to be waived by the HRA as their donation to the committee. Commissioner Schindler seconded. President Schuster called for a vote with Braun, Birk Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

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

The May 2010 meeting was set for Thursday, May 13th.

President Schuster declared the meeting adjourned.

Respectfully submitted;

Thomas Schindler
Secretary/Treasurer

Austin Bleess
Community Development Director