



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 May 27, 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, Commissioner Marilyn Birk, and Commissioner David Braun. Employee present: Community Development Director Austin Bless. Also present was Jim Abbe of Life Style Inc.

CONSENT ITEMS:

Commissioner Groskreutz motioned to approve the minutes from the April 15, 2010 meeting with the following change:

Dulas Excavating had submitted an estimate of \$1,200 to level the land and seed it.

Commissioner Braun seconded. Discussion held. President Schuster called for a vote with Birk, Braun, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Director Bless presented the financial report. Discussion held. The Broadway loan to Park Place will be repaid when the current vacancy is filled. Discussion held.

Commissioner Schindler motioned to reinvest CD's 0070 and 0071 at the best local rate. Commissioner Braun seconded. Discussion held. President Schuster called for a vote with Birk, Braun, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Commissioner Groskreutz motioned to buy a \$100,001 CD at the best local rate. Commissioner Braun seconded. Discussion held. President Schuster called for a vote with Birk, Braun, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Commissioner Birk motioned to approve the financials and pay the Bolton and Menk bill. Commissioner Schindler seconded. Discussion held. President Schuster called for a vote with Birk, Braun, 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. The estimates for a new motor and valves for the elevator came back with a low estimate of \$11,227. Commissioner Groskreutz motioned to fix the elevator for the cost of \$11,227 with the work to be done by MN Elevator and payment to come from the Broadway Lifestyle Operating Account with a transfer from the Broadway Checking account to reimburse the operating account after the bill has been paid. Commissioner Schindler seconded the motion. Discussion held. President Schuster called for a vote with Birk, Braun, Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

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

The report included the following information:

- There is currently 1 vacant unit at Broadway and two applications have been received.
- Placemats are going out.
- There is a leak in the holding tank for the water heater. This and the boiler system will need to be replaced before winter, at a cost of approximately \$76,000. Director Bleess has applied for a grant to help with this cost and will hear by June 7th if the grant is awarded. The board will take action at the June meeting.
- The MN Housing Finance Agency inspection had no major findings.

The Wells Fire Department and Ambulance crew will hold a training exercise at Broadway on June 7th.

The printer/copier/fax machine at Broadway died. A new one was purchased, which is not compatible with the current computer which is running Windows 95. A refurbished computer was priced and will cost \$100.

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

OLD BUSINESS:

President Schuster brought the issue of the Wellington Estates to the table. Jim Abbe was able to speak with MN Housing Finance Agency about the loans. Director Bleess informed the commissioners that the banks are looking to foreclose on the building soon. Jim will contact Tom Magnum and get an inspection of the building scheduled and talk with the current care taker. Discussion held.

Mr. Abbe left the meeting.

President Schuster brought the issue of the Rain Garden to the table. President Schuster will talk with Diane Viesselman about purchasing plants for the rain garden and to coordinate an effort between residents of Broadway and Viesselman to ensure the garden is weeded. Discussion held.

President Schuster brought the issue of the trailer court to the table. Commissioner Groskreutz informed the commission that once the city's share of the bill is paid the land will be transferred to the city and then the HRA. The leveling and seeding of the land will be done once the land is transferred to the HRA. Discussion held.

President Schuster brought the issue of the SCDP funds to the table. Director Bleess informed the commission that Winnebago is the best option in the county for a partner with Wells. Prices to have Pettipiece and Associates administer the grant were reviewed. Discussion held. Director Bleess will try to get someone from Pettipiece and Associates to come to Wells and discuss the options with them and the EDA.

President Schuster brought the issue of the MCCP program to the table. The HRA check was returned to the HRA as the program is utilizing federal stimulus money and not state bonds. Director Bleess is working up handouts for the program to distribute to the local banks and a press release for the Wells Mirror.

Commissioner Schindler asked if there was an update on the SHIP grant. Director Bleess informed the commission that he has not yet received any bills for SHIP yet, but when they are received they will go through the HRA packet like the rest of the bills. Discussion held.

NEW BUSINESS:

President Schuster brought the issue of the offer on the property located at 160 3rd Ave NW. The offer was for \$2,200 with the seller to pay closing costs. Discussion held. It was brought up there is a pending special assessment on the property for street improvements, estimated to be \$750. Commissioner Birk motioned to counter offer at a price of \$2,200 with the seller to pay closing costs and seller to pay 50% of the special assessment up to \$400. Commissioner Braun seconded. President Schuster called for a vote with Braun, Birk Groskreutz, Schindler, and Schuster voting yea. **Motion carried.**

Director Bleess informed the commission of a cost-share grant he recently applied for. The total project cost is \$116,128, with new windows costing \$42,928 and the boiler system estimated at \$73,200. The grant would cover 48% of the project costs, or \$55,564, rebates would cover 2% of the project costs, or \$2,500, and the HRA would pay the rest, or \$58,064.

Director Bleess brought the issue of his pending resignation from the City of Wells. Discussion was held on the future staffing of the Community Development Office. Commissioner Birk motioned to have President Schuster write a letter to the City Council and represent the HRA at the June 14, 2010 city council meeting. Commissioner Groskreutz seconded the motion. 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 June 2010 meeting was set for Thursday, June 17th.

President Schuster declared the meeting adjourned.

Respectfully submitted;

Thomas Schindler
Secretary/Treasurer

Austin Bleess
Community Development Director