



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 January 20, 2011 at 5:45 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. Also present were: Larry Treptow and LifeStyle, INC representative Jim Abbe.

CONSENT ITEMS:

Commissioner Schindler motioned to approve the agenda for the January 20, 2011 meeting as presented. Commissioner Braun seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Schindler and Schuster voting yea. **Motion carried.**

Commissioner Braun motioned to approve the minutes from the December 16, 2010 meeting as presented. Commissioner Groskreutz seconded the motion. Discussion held. President Schuster called for a vote with Braun, Groskreutz, Schindler and Schuster voting yea. **Motion carried.**

Commissioner Schindler motioned to approve a bill for \$3,066.31 from Pettipiece & Associates, LLC dated December 30, 2010 and to retroactively approve a bill for \$2,105.00 from Pettipiece & Associates dated October 26, 2010, for which Wells' portion was \$1,081.25. Commissioner Braun seconded the motion. Discussion held on why the October 26, 2010 bill was paid before board approval. Administrator Germann took responsibility for not following proper procedure explaining he asked for the bill to be paid after the proportional split between Wells HRA and the City of Winnebago on the Small Cities Development Program (SCDP) grant had been determined because of contractor requests and the amount of days the bill was past due. President 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 Groskreutz made a motion to reimburse the City of Wells for a \$55,046.25 bond payment made to US Bank paid on January 1, 2010 and a \$9,146.25 bond payment made to US Bank paid on June 8, 2010. Commissioner Groskreutz's motion also included approving transferring \$10,000.00 from the Broadway Money Market 500-272 account to the Broadway Checking 723700 account. Commissioner Schindler seconded the motion. Discussion held on why the City of Wells made the original bond payment. 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 financial report regarding Broadway Apartments and Park Place Townhomes submitted by LifeStyle, INC. Discussion held.

Jim Abbe gave a report on the status of Broadway Apartments and Park Place Townhomes. Discussion was held on occupancy, the boiler replacement project, the window replacement project, soliciting estimates for the 2012 audit, rent increase, and scheduling roof repairs.

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 the Office of Energy Security had approved a waiver for the project and the new agreement was signed by the City of Wells and mailed back for execution. 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 the number of projects the HRA received from the split with the City of Winnebago. With no information to act on, the commission moved on to the next item on the agenda.

NEW BUSINESS:

The HRA reviewed a Minnesota Housing eNews Alert.

The HRA reviewed information regarding the Picture It Painted Program offered through the Southern Minnesota Initiative Foundation.

The HRA discussed if the City of Wells would request funding for the Community Development Director position in 2011. Administrator Germann stated unless anticipated Local Government Aid (LGA) reductions this year are higher than 2010, the contribution would be unnecessary.

The HRA discussed the board's vacancy. It was the consensus of the board members it would deliver a list of individuals who may be interested in filling the vacancy to Mayor Ron Gaines for his appointment.

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 February 17, 2011.

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

Respectfully submitted;

Thomas Schindler
Secretary/Treasurer