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# HOUSING & REDEVELOPMENT AUTHORITY

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CITY OF WELLS, MINNESOTA

## MINUTES

### Regular Session of HRA City of Wells

The Housing & Redevelopment Authority of Wells, Minnesota (HRA) convened in regular session on May 19, 2011 at 5:30 p.m. in the Wells City Hall, Conference Room. President Ann Marie Schuster called the meeting to order with the following members present: Commissioner David Braun and Commissioner Ross Hermanson. Secretary/Treasurer Tom Schindler arrived with the meeting in progress. Vice-President Bill Groskreutz, Jr. and LifeStyle, INC representative Jim Abbe were absent. Employee present: City Administrator Jeremy Germann.

#### AGENDA:

The agenda of the May 19, 2011 regularly scheduled meeting was reviewed with Commissioner Braun making a motion to approve as presented. Commissioner Hermanson seconded the motion. President Schuster called for a vote with Braun and Hermanson voting yea. Motion carried.

#### CONSENT ITEMS:

The minutes of the April 21, 2011 regularly scheduled meeting were reviewed with Commissioner Braun making a motion to approve as presented. Commissioner Hermanson seconded the motion. President Schuster called for a vote with Braun and Hermanson voting yea. Motion carried.

President Schuster brought the topic of LifeStyle Report to the table. Discussion held. With no information to act on, the commission moved to the next item on the agenda.

Commissioner Schindler arrived.

Commissioner Braun made a motion to approve an \$8,246.25 bond payment for a General Obligation Housing Bond, Series 2004 to US Bank out of Broadway checking account No. 723700. Commissioner Schindler seconded the motion. Discussion held. President Schuster called for a vote with Braun, Hermanson, and Schindler voting yea. Motion carried.

President Schuster brought the topic of Statewide Health Improvement Program (SHIP) to the table. Discussion held. With no information to act on, the commission moved to the next item on the agenda.

Commissioner Schindler made a motion to approve the financial statements as presented with a second from Commissioner Hermanson. Discussion held. President Schuster called for a vote with Braun, Hermanson and Schindler voting yea. Motion carried.

## **OLD BUSINESS:**

President Schuster brought the topic of Rain Garden to the table. Discussion held. It was the consensus of the board to research the cost associated with removing a tree located in front of Broadway Apartments and to remove Rain Garden from Old Business. With no information to act on, the commission moved on to the next item on the agenda.

President Schuster brought the topic of Trailer Court to the table. Discussion held on landscaping. It was the consensus of the board to invite Brad Heggen Realty to the June 16, 2011 HRA meeting to discuss listing the property for sale. With no information to act on, the commission moved on to the next item on the agenda.

President Schuster brought the topic Facility Cost Share Grant to the table. Commissioner Braun made a motion to issue a check for \$7,000.00 to R.J. Contracting to start the window installation project at Broadway Apartments, contingent on approval of the contractor's waste management plan being approved by the Minnesota Office of Energy Security. Commissioner Hermanson seconded the motion. Discussion held on status of project. President Schuster called for a vote with Braun, Hermanson and Schindler voting yea. Motion carried.

President Schuster brought the topic of Joint SCDP Pre-Application to the table. Discussion held. With no information to act on, the commission moved on to the next item on the agenda.

President Schuster brought the topic of Safety Deposit Box to the table. Commissioner Schindler made a motion to close the HRA safety deposit box at Paragon Bank and move the items to the City Hall vault. Commissioner Braun seconded the motion. Discussion held on maintaining all HRA records in one location. President Schuster called for a vote with Braun, Hermanson and Schindler voting yea. Motion carried.

## **NEW BUSINESS:**

President Schuster brought the topic of Northland Securities: General Obligation Bond to the table. Commissioner Schindler made a motion to pay \$100,000.00 in a prepayment towards the Park Place Townhomes loan of \$295,024.65 through Wells Federal Bank, and to use Paragon certificate of deposit No. 21360 maturing on May 28, 2011 to make the payment. Commissioner Hermanson seconded the motion. Discussion held on advantages and disadvantages of loan prepayment versus bonding. President Schuster called for a vote with Braun, Hermanson and Schindler voting yea. Motion carried.

President Schuster brought the topic of United Board Meeting to the table. Administrator Germann informed the board Wells City Council will be hosting a United Board meeting on May 31, 2011 at 5:00 p.m. Commissioner Braun made a motion to have the HRA hire Wildcats Bar & Grill to cater the event with a second from Commissioner Hermanson. Discussion held. President Schuster called for a vote with Braun, Hermanson and Schindler voting yea. Motion carried.

**ADJOURNMENT:**

The next regularly scheduled HRA meeting was set for Thursday, June 16, 2011 at 5:30 p.m. in the Wells City Hall, Conference Room. Motion made by Commissioner Braun to adjourn the meeting with a second from Commissioner Schindler. Motion carried. Meeting adjourned.

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Secretary/Treasurer Thomas Schindler

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Administrator Jeremy R. Germann