



HOUSING & REDEVELOPMENT AUTHORITY

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 December 15, 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, Vice-President Bill Groskreutz, Jr., Commissioner Ross Hermanson, Secretary/Treasurer Tom Schindler. Also present were LifeStyle representative Jim Abbe and City Administrator Jeremy Germann.

AGENDA:

The agenda for the December 15, 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, Groskreutz, Hermanson and Schindler voting yea. Motion carried.

CONSENT ITEMS:

The minutes of the November 17, 2011 regularly scheduled meeting were reviewed with Commissioner Schindler making a motion to approve as presented. Commissioner Hermanson seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Hermanson and Schindler voting yea. Motion carried.

A certificate of deposit (CD) for \$100,007.30 due for renewal December 29, 2011 was reviewed with Commissioner Groskreutz making a motion to renew the CD for 12 months at the highest rate locally available. Commissioner Hermanson seconded the motion. Discussion held on checking to see if investing in a money market account offered higher rates. President Schuster called for a vote with Braun, Groskreutz, Hermanson and Schindler voting yea. Motion carried.

The monthly financial reports were reviewed with Commissioner Schindler making a motion to approve as presented along with a bill from US Bank for \$58,246.25 for payment towards the Broadway Apartment bond dated January 1, 2012. Commissioner Braun seconded the motion. Discussion held. Schuster called for a vote with Braun, Groskreutz, Hermanson and Schindler voting yea. Motion carried.

BROADWAY APARTMENT/PARK PLACE TOWNHOME REPORT:

LifeStyle representative Jim Abbe discussed the financial report regarding Broadway Apartments and Park Place Townhomes. Discussion held on the 2012 proposed budget, amendments to the

10-year capital improvement plan, replacing sidewalks next spring, cleaning the carpets and a current vacancy.

OLD BUSINESS:

President Schuster brought the topic of Former Trailer Court Site to the table. Brad Heggen Realty representative Zoa Heckman talked with the board about property currently listed by the HRA for sale. Discussion held on obtaining an estimate from I&S Group concerning rezoning property. With no information to act on, the commission moved to the next item on the agenda.

President Schuster brought the topic of Small Cities Development Program (SCDP) to the table. Commissioner Groskreutz made a motion to approve a \$15,000.00 payment to contractor R.J. for two projects, with a second from Commissioner Hermanson. Discussion held. President Schuster called for a vote with Braun, Groskreutz, Hermanson and Schindler voting yea. Motion carried. Commissioner Groskreutz made a motion to expedite future requests for payment on the condition they meet all requirements with a second from Commissioner Schindler. Discussion held. President Schuster called for a vote with Braun, Groskreutz, Hermanson and Schindler voting yea. Motion carried.

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

President Schuster brought the topic of Phoenix Project to the table. Discussion held on recommended changes for the application from the board. Administrator Germann stated he will make the changes and forward a revised version to the board members. With no information to act on, the commission moved to the next item on the agenda.

NEW BUSINESS:

President Schuster and Administrator Germann updated the board on the status of the Community Development Director position which Wells City Council voted to eliminate during its regularly scheduled meeting on December 12, 2010.

Administrator Germann updated the board concerning Singleteary Food Solutions.

ADJOURNMENT:

The next regularly scheduled HRA meeting was set for Thursday, January 19, 2011 at 5:45 p.m. in the Wells City Hall, Conference Room. The annual meeting for the HRA was set for 5:30 p.m. on the same night and same location. Motion made by Commissioner Braun to adjourn the meeting with a second from Commissioner Hermanson. Motion carried. Meeting adjourned.

Secretary/Treasurer Thomas Schindler

Administrator Jeremy R. Germann