



**Housing & Redevelopment Authority Meeting Minutes**  
**Tuesday, August 11, 2015, 5:30 pm**  
**Wells Community Center**

The Wells Housing & Redevelopment Authority (HRA) convened on Tuesday, August 11, 2015 at 5:30 pm in the Wells Community Center. President Ann Marie Schuster called the meeting to order with the following members present: David Braun, Bill Groskreutz and Zoa Heckman. Absent: Thomas Schindler. Also present was Deputy City Clerk Megan Boeck.

**AGENDA**

The agenda for the August 11, 2015 meeting was reviewed. Motion by Braun and second by Groskreutz to approve the agenda as presented. Motion carried.

**MINUTES**

The minutes of the July 14, 2015 meeting were reviewed. Motion by Groskreutz and second by Braun to approve as presented. Motion carried.

**CONSENT ITEMS**

The bills and financial statements were discussed. Motion by Heckman and second by Groskreutz to transfer \$20,000 from Paragon Bank Money Market 500-264 to Paragon Bank Checking 500-108. Motion carried.

Motion by Braun and second by Groskreutz to approve the financial statements as presented. Motion carried.

Motion by Groskreutz and second by Braun to approve the bills excluding Dulas Excavating for \$9,300 and Schrader Enterprise for \$8.59. Motion carried.

**PUBLIC COMMENT**

None.

**LIFESTYLE MANAGEMENT REPORT**

Jim Abbe from Lifestyle Management presented the Board with a brief update on Broadway Apartments and Park Place Townhomes. Abbe stated that the Minnesota Housing Finance Auditors recently completed an audit on Broadway Apartments and their only finding was that one resident had been undercharged a minimal amount. Abbe stated they also inspected the units and building ground and had no additional findings. Abbe also stated that Park Place is currently 100% occupied.

Motion by Heckman and second by Braun to give Tina from Lifestyles rights to view checking account balances. Motion carried.

**NEW BUSINESS**

**2014-2015 Blighted Housing Removal-** Motion by Groskreutz and second by Heckman to set a \$10,000 limit on the Blighted Housing Demolition Grant program per year and suspend the program from the remainder of 2015. Motion carried.

**CD #21391 (Paragon Bank) Renewal-** Motion by Groskreutz and second by Braun to renew CD #21391 for 12 months at Paragon Bank with an interest rate of .33%. Motion carried.

**222 2<sup>nd</sup> Ave SE-** Motion by Heckman and second by Groskreutz to have Building Official Bryan Stensland conduct a property inspection for safety and soundness at a cost not to exceed \$60. Motion carried.

## **OLD BUSINESS**

**Blighted Residential Property Demolition Grant Program Guidelines Revised-** No action taken. Boeck informed the Board that the Blighted Residential Property Demolition Grant Program guidelines have been updated as listed on page 34-38 of the HRA packet.

**Brown Property/USC Lots-** Boeck informed the Board that pursuant to Minn. Stat. 469.028, Subd 1, the HRA may sell, lease or trade parcels without bidding (advertising) but only after holding a public hearing. Boeck also informed the Board that the cost of the property must take into consideration the estimated fair market value or rental value.

Motion by Heckman and second by Braun to offer United South Central first right to the property as follows: 1) Sale price of \$50,000 or 2) Sale price of \$45,000 plus conveyance of Garlock Addition, Block 005, lots 4-14. Motion carried.

**1140 2<sup>nd</sup> Ave SW Tree Damage-** Motion by Braun and second by Groskreutz to instruct Dulas Excavating to remove the damaged tree, stump and roots and regrade the site at a cost to the contractor. Motion carried.

**218 3<sup>rd</sup> Ave SE-** Motion by Braun and second by Heckman to advertise 218 3<sup>rd</sup> Ave SE at a minimum bid of \$6,000 and stated use. Bids are due before 4:00 pm on September 3, 2015. Motion carried.

## **ANNOUNCEMENTS**

President Schuster reminded the Board that the next meeting will be held on Tuesday, September 8, 2015 at 5:30 pm in the Wells Community Center.

## **ADJOURNMENT**

Motion by Braun and second by Groskreutz to adjourn the meeting at 7:24 pm. Motion carried.

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Secretary/Treasurer David Braun

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Megan Boeck, Deputy City Clerk