



Housing & Redevelopment Authority Meeting Minutes
Tuesday, October 13, 2015, 5:30 pm
Wells Community Center

The Wells Housing & Redevelopment Authority (HRA) convened on Tuesday, October 13, 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, Zoa Heckman and Thomas Schindler. Also present was Deputy City Clerk Megan Boeck.

AGENDA

The agenda for the October 13, 2015 meeting was reviewed. Motion by Groskreutz and second by Schindler to approve the agenda with the addition of Sponsoring United Board Meeting. Motion carried.

PUBLIC COMMENT

None.

CONSENT ITEMS

The minutes of the September 8, 2015 meeting were reviewed. Motion by Heckman and second by Groskreutz to approve as presented. Motion carried.

The bills and financial statements were discussed. Motion by Groskreutz and second by Schindler to approve the bills as presented. Motion carried.

Groskreutz stated the Broadway checking account has a healthy balance and that the Board should consider transferring money into CD's. Motion by Groskreutz and second by Schindler to transfer \$200,000 from Broadway checking account #723700 to HRA investments in two separate 12 month CD's at the best local rate. Motion carried.

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

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 trees were trimmed at Broadway Apartments and that the boilers have been turned on for the year. Abbe also stated that the HUD inspection has been scheduled and the smoke detectors have been tested. In addition, Abbe stated that there are no current vacancies at Park Place.

BUSINESS ITEMS

Snow Removal Bid Opening- Boeck opened the following bids for snow removal at both Broadway Apartments and Park Place Townhomes:

Schrader Enterprise

Broadway Apartments: \$1092- total contract amount

Park Place Townhomes: \$785- total contract amount

Land Preparations, LLC

Broadway Apartments: \$270- per month

Park Place Townhomes: \$210- per month

Motion by Schindler and second by Groskreutz to approve snow removal bid from Schrader Enterprise for both Broadway Apartments and Park Place Townhomes. Heckman abstained. Motion carried.

Housing Study- Boeck informed the Board that she contacted Region 9 for information regarding Housing Studies. She said their recommendation was that the HRA hire Community Partners Research, Inc. Motion by Heckman and second by Braun to table this item until the November 10th meeting. Motion carried.

West Meadow Fence Removal- Schuster stated that Mitch Treptow has requested permission to remove the wire fence from the West Meadow property but that he would leave the property survey markers in place. Motion by Heckman and second by Schindler to allow removal of the wire fence from West Meadow. Motion carried.

Old USC Property Planning- The Board discussed options for redevelopment of the old USC School site and requested that Boeck write a memo to Council asking that they work with the current property owner to re-negotiate a new easement (3rd Ave SW) including all 80x401 feet of ROW and that the property remain residential in nature. The Board also requested Boeck contact Dr. Jensen for soil boring information. Motion by Schindler and second by Braun to schedule a special meeting for Tuesday, October 27th at 5:30 pm. Motion carried.

SCDP Forgiveness Request- No action taken. The Board reviewed the information provided.

Demolition Contract- Boeck informed the Board that the example contract provided by the City of Blue Earth had been reviewed by their City Attorney. It was the consensus of the Board that Boeck look into contractor insurance coverage limits and that further discussion take place at the November 10th meeting.

Brown Property USC Lots- No action taken. Boeck informed the Board that the damaged tree has been removed and the site was regraded.

218 3rd Ave SE- No action taken. Boeck informed the Board that the sidewalk was damaged during the demolition and that there isn't sufficient enough time for it to be replaced before winter. The Board directed Boeck to write a letter to neighboring property owners explaining that the sidewalk will be replaced in the spring.

Sponsoring United Board Meeting- No action taken. The Board discussed hiring a facilitator for the United Board meeting and asked Boeck to contract Region 9 and make arrangements.

ANNOUNCEMENTS

President Schuster reminded the Board that the next meeting will be held on Tuesday, November 10, 2015 at 5:30 pm in the Wells Community Center.

ADJOURNMENT

Motion by Braun and second by Groskreutz to adjourn the meeting at 8:04 pm. Motion carried.

Secretary/Treasurer David Braun

Megan Boeck, Deputy City Clerk