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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 March 21, 2013 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, and Secretary/Treasurer Tom Schindler. Also present was LifeStyle representative Jim Abbe.

#### **AGENDA:**

The agenda for the March 21, 2013 regularly scheduled meeting was reviewed with “Wells-Fargo House” added under New Business. Commissioner Hermanson made a motion to approve the agenda with one (1) addition. Commissioner Braun 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 February 21, 2013 regularly scheduled meeting were reviewed with Commissioner Groskreutz making a motion to approve as written. Commissioner Braun seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Hermanson, and Schindler voting yea. Motion carried.

The monthly financial reports were reviewed with Commissioner Groskreutz 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.

Discussion was held regarding the amount of money in the Broadway #700 checking account. Commissioner Schindler made a motion to transfer \$100,000 to the #272 money market account. Commissioner Braun seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Hermanson, and Schindler voting yea. Motion carried.

President Schuster brought the board’s attention to the Park Place certificate of deposit (CD) #21501 maturing on March 30, 2013. Commissioner Schindler made a motion to renew the CD for 12 months at the highest rate locally available. Commissioner Braun seconded the motion. President 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 reported that Broadway Apartments will have 3 apartments available by March 21, 2013 and that Park Place Townhomes is fully rented. Mr. Abbe reported that the Broadway Apartment's 2 patio doors with screens will cost \$8,689.37 plus installation. Commissioner Groskreutz made a motion to approve purchasing the doors and have them installed. Commissioner Braun seconded the motion. President Schuster called for a vote with Braun, Groskreutz, and Schindler voting yea, Commissioner Hermanson abstaining. Motion carried.

Mr. Abbe reported that there will be a smoke detector check in April. In May, the Minnesota Housing and Finance Agency will make their spot checks.

Mr. Abbe has received 2 bids of \$9,998.97 and \$11,849.47 for hallway carpeting on floors 2-4 of Broadway Apartments. He will try to get 2 more bids.

Mr. Abbe reported on the elevator problems at Broadway Apartments. The doors shutter when trying to open and the cost to repair could be as much as \$12,000. Discussion was held regarding possible future elevator expenses. Commissioner Groskreutz made a motion to authorize repairs to the elevator as needed, as soon as possible. Commissioner Braun seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Hermanson, and Schindler voting yea. Motion carried.

#### **OLD BUSINESS:**

President Schuster brought the topic of the Siglowski Loan to the table. Discussion held. Commissioner Groskreutz made a motion to accept from the estate all monies from a board-approved sale of the house; after all documented expenses have been paid. Commissioner Braun seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Hermanson, and Schindler voting yea. Motion carried.

President Schuster brought the topic of the HRA lot that is for sale through Brad Heggen Realty to the table. Commissioner Groskreutz reported that Habitat for Humanity of Martin and Faribault Counties does not have money to build at this time. Commissioner Braun made a motion to check with Kim Huper of J. Beal Real Estate Group, to see if she would accept a discounted commission, should we list the First Street properties with her. Commissioner Hermanson seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Hermanson, and Schindler voting yea. Motion carried.

President Schuster brought the topic of West Meadow Subdivision to the table. This item was tabled until the next meeting. With no information to act on, the commission moved to the next item on the agenda.

Commissioner Schindler brought the topic of the Phoenix Project to the table. Discussion held on whether a larger parking lot would necessarily accommodate additional cars. The Board came to consensus that additional space is not needed for the parking lot. Commissioner Schindler made a motion to offer the entire "Melcher" lot for sale in a sealed bid process, with the board's

acceptance or rejection. Commissioner Hermanson seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Hermanson, and Schindler voting yea. Motion carried.

**NEW BUSINESS:**

President Schuster brought the topic of the Phoenix Project Waack application to the table. Discussion was held on the 330 N. Broadway house. Commissioner Groskreutz made a motion to direct staff to seek demolition bids and have the property checked for possible asbestos abatement issues, and to notify applicant that no personal property can be on the premises at the time of demolition. Commissioner Schindler seconded the motion. President Schuster called for a vote with Braun, Groskreutz, Hermanson, and Schindler voting yea. Motion carried.

President Schuster brought the topic of the Wells Fargo Bank house at 240 5th Avenue NW, to the table. Discussion held on the condition of the house and possible benefits the HRA could provide. Commissioner Groskreutz will notify Wells Fargo Home Mortgage that the board continues to have interest in the house.

**ADJOURNMENT:**

The next regularly scheduled HRA meeting was set for Thursday, April 18, 2013 at 5:30 p.m. in the Wells City Hall, Conference Room. Motion made by Commissioner Groskreutz to adjourn the meeting with a second from Commissioner Hermanson. Motion carried. Meeting adjourned 7:30 p.m.

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Secretary/Treasurer Thomas Schindler

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~~Deputy City Clerk, Debra Redman~~