

OFFICIAL PROCEEDINGS  
Pope County Housing and Redevelopment Authority Board  
June 1, 2022

The June 1, 2022, regular meeting of the Pope County HRA-EDA was held at the Pope County Courthouse – third floor meeting room and was called to order by Chairperson Lori Vaadeland at 11:03 a.m. with the following members present; Allan Rutter, Commissioner Paul Gerde, Greg Vold, Lori Vaadeland, Jason Rupp, and Commissioner Cody Rogahn. Staff present were Barry Hegg and Jason Murray. Also present was Melanie Stegner, Pope County Tribune newspaper.

Vaadeland asked for any additional items. Murray asked if the Board was comfortable adding the Child Care Center grant reviews to the agenda. Murray noted that due to timing of the projects and fundraisers, both entities had requested an early review. Murray also requested the Board to add a Fremad Structural Engineering proposal from Sandman Engineering. Consensus of the Board was to review the applications. A motion by Rogahn, seconded by Rupp, to approve the agenda with the addition of the Sandman proposal, motion carried unanimously.

Public Comment: Vold shared that the state family childcare grants allocated \$4 million dollars to the program but received \$14 million in requests. Rogahn noted the filing period for the County Commissioners. Rogahn mentioned the districts and individuals who had filed.

Official Proceedings: A motion by Rogahn, seconded by Rutter, to approve the May 18, 2022, meeting minutes as presented, motion carried unanimously.

Monthly Bills: A motion by Gerde, seconded by Rupp, to approve the following list of bills as presented, having been duly audited and ordered them paid, motion carried unanimously:

<b>Bill</b>	<b>Amount</b>
Fyberger Law Firm	1,375.00
Verizon	41.21
Philip Johnsrud	182.45
Mediacom	824.07
	2,422.73

Bay Meadows: Murray noted that unit 718 needed a full repaint due to a dark gray color being painted on the accent wall and chimney area of the living room, along with a back bedroom. Murray noted it was discovered on checkout on May 27, 2022, with the tenant vacating the unit. Murray noted he has reviewed the checkout from the prior tenant, no painting issued were noted but he would check with the former property manager to review. Murray shared a quote for painting services from Finishing Touches LLC of \$3,385.80. Murray noted he reached out to several painters and only Finishing Touches responded with a quote. Board discussed the damages to the unit, paint quote, and painting supplies

needed. Murray estimated a gallon of paint to be \$40 - \$45 dollars at Ace Hardware, with ten gallons being needed to repaint the unit.

A motion by Vold, seconded by Rogahn, to approve Finishing Touches LLC paint bid of \$3,385.80 for unit 718, motion carried unanimously.

A motion by Gerde, seconded by Rupp, to authorize staff to purchase ten gallons of paint and related supplies from Ace Hardware, motion carried unanimously.

Child Care Center Applications: Murray shared his review of the two application, Glacial Hills, and Kingdom Kids Child Care Center. Murray reviews included, background and license information, enrollment summary, project summary, project cost, employment, and application requirements for both applications. Murray noted the project requests for both applicants were \$74,917.20 for Glacial Hills and \$75,000 for Kingdom Kids. The Board discussed the applications, MN DHS license public information, and project information. The Board discussed the licensure requirements for centers, along with the complaint history.


A motion by Vold, seconded by Gerde, to approve the applications for 74,917.20 for Glacial Hills and \$75,000 for Kingdom Kids, with a formal recommendation to the County Commissioners to support the requests, motion carried unanimously.

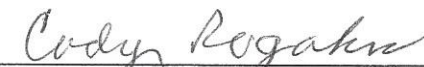
Fremad Engineering Study: Murray shared a proposal from Sandman Structural Engineers. Murray shared background on the proposal, noting the need to understand the structural components of all three properties before recommending an outcome to the HRA-EDA and to the County Commissioners. Murray noted the support from the County Administrator for the proposal. Board discussed the need for the RFP. Murray referenced the RFP from the December 2021 meeting that was withdrawn or withheld due to the property negotiations. Board discussed the RFP and the potential findings.

A motion by Rogahn, seconded by Rupp, to approve the proposal from Sandman Structural Engineers in the amount of \$4,000, motion carried unanimously.

Adjourn: A motion by Gerde, seconded by Vold, to adjourn the meeting at 11:51 a.m., motion carried unanimously.

ATTEST:

  
Lori Vaadeland, President

  
Cody Rogahn, Secretary