

OFFICIAL PROCEEDINGS
Pope County Housing and Redevelopment Authority Board
April 17, 2019

The April 17, 2019, Regular Meeting was called to order by Chairperson Lori Vaadeland at 11:04 a.m. with the following members present Commissioner Cody Rogahn, Commissioner Paul Gerde, Lori Vaadeland, Jason Rupp and Greg Vold. Also, present was Celeste Rapp, Barry Hegg, and Jason Murray.

Vaadeland asked for any additional items. Murray requested to add a notice of non-renewal for Bay Meadows, along with a bill for storm sewer from the City of Glenwood. A motion by Gerde, seconded by Rogahn, to approve the Board Agenda as presented, motion carried unanimously.

Official Proceedings: A motion by Rupp, seconded by Vold, to approve the March 20, 2019, 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:

Bill	Amount
McCrary Maintenance	\$ 1,448.19
Ellingson Plumbing and Heating	\$ 682.00
West Central Repair	\$ 180.00
West Central Repair	\$ 1,590.00
Cullens Home Center	\$ 472.45
Pope County Auditor (Glenwood Property)	\$ 712.00
Pope County Auditor (Bay Meadows)	\$ 12,724.00
Pope County Auditor (Lakeview RV Park)	\$ 1,302.00
City of Glenwood	\$ 50.00
Total	\$ 19,160.64

Financials: Murray reviewed the March financials with the Board, consisting of the monthly balance sheet, profit and loss, check and deposit registers. A motion by Rogahn, seconded by Vold, to approve the month financials as presented, motion carried unanimously.

Board Per Diems: A motion by Gerde, seconded by Rupp, to approve the board per diems, motion carried unanimously.

Bay Meadows 2019-2020 Lease: Murray shared a draft of the 2019-2020 Bay Meadows lease, highlighting past changes and noting one change for the upcoming lease. Murray shared that he had received a few complaints regarding political signs on property owned by a public government. Murray share that Bay Meadows association restricts signs to only "for-sale" signs and limits its size, but at this point, has not enforced the sign covenant with its members. Murray noted that a new clause, under section 35 is proposed as:

35. Signage. *The Landlord prohibits the placement of any signs on the property, including signs, banners, attachments, etc. being attached to the unit or lawn. This includes political signage of any kind, support for local referendums, support for any organization, advertising a business or event, and any other signage the Landlord determines to be inappropriate.*

Any Tenant in violation of this signage clause will be requested to remove the sign. If the Tenant refuses to remove the signage, the Landlord will remove.

Board discussed the proposed lease. A motion by Vold, seconded by Gerde, to approve the lease for the 2019 – 2020 rental period as presented, motion carried unanimously.

Bay Meadows Notice of Non-Renewal: Murray shared a letter to for tenants in unit 708, notifying them of a non-renewal lease for 2019-2020 and provide for a 60-notice period. The Board discussed the issue with damages to the unit.


A motion by Rogahn, seconded by Rupp, to approve the notice of non-renewal, motion carried unanimously.

Lakeview RV Park Cleanup: Murray asked if the Board wanted to proceed with a clean-up estimate for the parcel. Murray shared comments made from Mr. Bluhm and Mr. Swenson at a previous meeting regarding the debris and the desire to have the property cleaned up. The Board discussed the clean-up, along with the desire to retain the trees and storage buildings on the site until future development would occur.

A motion by Vold, seconded by Rogahn, to authorize staff to solicit a proposal for services, a motion carried unanimously.

Adjourn: A motion by Gerde, seconded by Rupp, to adjourn the meeting at 11:41 a.m., motion carried unanimously.

ATTEST:



Lori Vaadeland, President
by Cody Rogahn



Cody Rogahn, Secretary