

**OFFICIAL PROCEEDINGS**

Pope County Housing and Redevelopment Authority Board

April 19, 2021

The April 19, 2021, regular meeting of the Pope County HRA-EDA was held at the Pope County Courthouse – 3<sup>rd</sup> floor meeting room and was called to order by Chairperson Lori Vaadeland at 11:07 a.m. with the following members present; Allan Rutter, Greg Vold, Commissioner Paul Gerde, Lori Vaadeland, Jason Rupp, and Commissioner Cody Rogahn. Staff present was Barry Hegg and Jason Murray. Mayor Gary Swenson, Starbuck, also was in attendance.

Vaadeland asked for any additional items. Vaadeland noted that Mayor Swenson was in attendance to address the Board on the Starbuck pathway project that impacts the HRA-EDA lot and Bay Meadows. Vaadeland noted she would add Mayor Swenson to the agenda following the approval of per diems. A motion by Rogahn, seconded by Vold, to approve the agenda as amended, motion carried unanimously.

Official Proceedings: A motion by Gerde, seconded by Rutter, to approve the April 7, 2021, meeting minutes as presented, motion carried unanimously.

Monthly Bills: A motion by Rogahn, 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>
Glenwood HRA	\$ 3,238.50
Verizon	\$ 41.51
Cody and Sarah Nelson - Villard TIF Payment	\$ 2,896.96
<b>Total</b>	<b>\$ 6,176.97</b>

March Financials: Murray reviewed the financials with the Board, consisting of the monthly balance sheet, profit, and loss, check detail, and deposit registers. A motion by Rutter, seconded by Rogahn, to approve the March 2021 monthly financials as presented, motion carried unanimously.

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

Starbuck Pathway: Vaadeland introduced Mayor Gary Swenson. Swenson was attending the meeting, informing the Board that the pathway project had received approval from MNDOT. Swenson noted that with the approval, MNDOT's expectation was that the City would provide better education on cart usage, signage, and enforcement of cart usage. The pathway will be located on the west side of Highway 29. It will affect four properties, Bay Meadows Townhomes, HRA-EDA property, Beachside RV Park and Bluhm. Cost of the pathway project is roughly \$87,000. To expedite approval process and to avoid the formal assessment process, Mayor Swenson requested funds supporting the project based on lineal footage of each property, which was summarized as:

Bay Meadows	28.6%
HRA-EDA Lot	28.6%
Beachside RV	25.4%
Bluhm	14.7%

With Bay Meadows and the HRA-EDA lot, the organization's portion would be roughly \$48,924. The Board discussed maintenance of the path, signage, licensing of golf carts and other motorized vehicles, and the process with other property owners. Mayor Swenson was going to approach the remaining property owners about a contribution. Mayor Swenson was going to approach the remaining property owners about a contribution.

A motion by Rogahn, seconded by Vold, to approve a contribution of \$50,000 towards the project to address safety concerns for the properties and for the City, motion carried unanimously.

Public Comment: No public comment was received.

Bay Meadows: Murray noted an application had been received for unit 718 and was awaiting background check before making a formal recommendation.

A motion by Rutter, seconded by Gerde, to suspend the regular meeting at 12:05 pm and move to a closed session to discuss a purchase agreement and offer for the sale of parcel #27-0635-002, motion carried unanimously.

A motion by Rogahn, seconded by Vold, at 12:36 pm to end the close session and to resume the regular meeting, motion carried unanimously.

Adjourn: A motion by Vold, seconded by Rogahn, to adjourn the meeting at 12:42 a.m., motion carried unanimously.

ATTEST:

  
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Lori Vaadeland, President

  
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Cody Rogahn, Secretary

GREG VOLD, VICE CHAIR