

OFFICIAL PROCEEDINGS
Pope County Housing and Redevelopment Authority Board
November 16, 2022

The November 16, 2022, regular meeting of the Pope County HRA-EDA was held at the Pope County Courthouse – Community Meeting room and was called to order by Chairperson Lori Vaadeland at 11:02 a.m. with the following members present; Allan Rutter, Commissioner Paul Gerde, Lori Vaadeland, Jason Rupp, and Commissioner Cody Rogahn. Staff present was Jason Murray and Barry Hegg.

Vaadeland asked for any additional items. Murray asked the Board to include the Douglas County Habitat Loan participation and administrative agreement. A motion by Rogahn, seconded by Gerde, to approve the agenda as amended, motion carried unanimously.

Public Comment: No comment received.

Official Proceedings: A motion by Gerde, seconded by Rupp, to approve the November 2, 2022, meeting minutes as presented, motion carried unanimously.

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

Bill	Amount	
State Farm	\$	2,795.01
City of Starbuck	\$	1,005.38
City of Glenwood	\$	25.00
Verizon	\$	41.15
Total	\$	3,866.54

October Financials: Murray reviewed the profit and loss, balance sheet, deposit, and check register with the Board. A motion by Rogahn, seconded by Rupp, to approve the September financials as presented, motion carried unanimously.

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

Bay Meadows items: Murray discussed snow removal practice with the Board.

Douglas County Habitat For Humanity Participation Agreement: Murray reviewed the agreement with the Board, highlighting payment amounts, the six loans covered by the agreement, and the related administrative functions of Douglas County. Murray noted that one loan, Peltier-Dean loan is not covered by this agreement. Rupp provided an update the property, noting Prairie Lakes is close to

securing the home. Rupp indicated the plan is to make any needed repairs to the home and sell the property to recoup funds for Prairie Lakes and the HRA-EDA.

A motion by Rogahn, seconded by Rupp, to approve the participation agreement with Douglas County Habitat for Humanity, motion carried unanimously.

A motion by Rutter, seconded by Gerde, to close the meeting pursuant to Minnesota Statute, 13D.05, Subd 3, c3, for the HRA-EDA Board to meet in a closed session to review an offer on the purchase of Bay Meadows Townhomes, including parcels 27-0748-000, 27-0749-000, 27-0750-000, 27-0752-000, 27-0753-000, 27-0754-000, 27-0755-000, 27-0757-000, 27-0758-000, and 27-0759-000.

The meeting was closed at 11:34 am. Those attending the closed session were Rutter, Gerde, Vaadeland, Rupp, Rogahn, Hegg and Murray.

A motion by Rutter, seconded by Rupp, to reconvene the HRA-EDA regular board meeting at 11:40 am.

Following the closed session, Vaadeland recused herself as President, passing the gavel to the Rogahn as Secretary, due to a conflict of interest.

Purchase Agreement for Bay Meadows with Ben Dahl and Zachary Witt: Board finalized their comments on the agreement.

A motion by Rutter, seconded by Gerde, to accept the purchase agreement as presented by Dahl and Witt, motion carried unanimously (Vaadeland recused).


Resolution #22-09 – Calling Public Hearing for the sale of Bay Meadows: Murray noted that with the acceptance of the purchase agreement, the Board must schedule a public hearing. Gerde noted that due to the Association of Minnesota Counties annual meetings, County Commissioners would be attending the meetings which creates a conflict with the Wednesday, December 7 meeting. Board discussed alternative dates. Consensus of the Board was to move the HRA-EDA meeting to Friday, December 9 at 11 am in Starbuck. Murray indicated he would reserve the Community Center/City Hall.

A motion by Rupp, seconded by Gerde, to approve resolution #22-09 Calling the Public Hearing for the Sale of Bay Meadows, on Friday, December 9th at 11 am at the Starbuck City Hall, motion carried unanimously (Vaadeland recused)

Rogahn passed the gavel back to Vaadeland.

Adjourn: A motion by Rogahn, seconded by Rupp, to adjourn the meeting at 11:46 a.m., motion carried unanimously.

ATTEST:


Lori Vaadeland, President


Cody Rogahn, Secretary