

OFFICIAL PROCEEDINGS  
Pope County Housing and Redevelopment Authority Board  
October 7, 2020

The October 7, 2020, regular meeting was called to order by Chairperson Lori Vaadeland at 11:15 a.m. with the following members present Greg Vold, Commissioner Paul Gerde, Lori Vaadeland, Jason Rupp, and Commissioner Cody Rogahn. Also, present was Jason Murray, Barry Hegg, and Celeste Rapp.

Vaadeland asked for any additional items. A motion by Gerde, seconded by Rupp, to approve the Board Agenda as presented, motion carried unanimously.

Meeting Minutes: A motion by Rogahn, seconded by Gerde, to approve the September 16, 2020, meeting minutes as presented, motion carried unanimously.

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

Bill	Amount
Wangsness Ogdahl	\$ 505.74
Phillip Johnsrud	\$ 406.14
City of Starbuck	\$ 1,130.05
City of Glenwood	\$ 25.00
Mediacom	\$ 683.66
West Central Tree Service	\$ 213.75
Lonewolf Handyman	\$ 215.25
Ecowater	\$ 81.91
Federal Payroll Taxes	\$ 481.94
<b>Total</b>	<b>\$ 3,743.44</b>

Public Comment: Rogahn shared the City of Glenwood updates, noting American's new distribution facility received planning commission approval.

Bay Meadows Items: Murray requested the Board to approve the purchase of a cell phone and cell phone contract with Pope County for use by the Bay Meadows property manager. Murray noted the property manager is using her personal phone for HRA-EDA rental correspondence. Hegg shared challenges in the industry with using personal phones for public use. Murray noted that County estimated the monthly service at roughly \$50.00 per month.

A motion by Vold, seconded by Gerde, to authorize Staff to contact with Pope County for a new cell phone and cell phone plan, motion carried unanimously.

2019 Audit: Murray shared the 2019 draft audit with the Board, reviewing the independent auditors report receiving a clean opinion, along with the management discussion and analysis summary for the report. The Board discussed the net position of the organization and the reduction of capital assets.

A motion by Roghan, seconded by Vold, to accept the audit as prepared by the Minnesota Office of State Auditor, motion carried unanimously.

EAW-Fremad Building: Murray shared the findings of the EAW report drafted by Fryberger Law Firm. Murray noted the EAW includes the two properties connected to the Fremad building. Murray also noted section 6 in the critical statement in the EAW and will be required to be published, which summarizes the reasoning and request for deconstruction of the Fremad building.

Murray reviewed the process and procedures moving forward, which includes the City of Glenwood acceptance of the EAW, along with the publishing requirements. Murray noted that once publishing has occurred and the period for comments closes, the City Commission directly controls the next steps in the process which could include an EIS. Board discussed the process, along with potential of a project moving forward on the site.

A motion by Rupp, seconded by Vold, to accept the EAW as presented by Fryberger Law Firm, motion carried unanimously.

RLF Application Recommendation – CaMo Properties LLC: Murray reviewed the staff presentation, along with a draft commitment letter for the proposed loan. Murray noted that the Executive Committee has reviewed the application and recommends approval of the application. Board discussed collateral for the loan. Murray noted the terms for the conditional loan commitment is summarized as follows:

Amount of Loan: \$ 24,999

Amortization: 20-year amortization, with a 5-year balloon

Interest Rate: Three (3) Percent

SECURITY:

A. A subordinated security interest, subordinated to Bremer Bank, commercial property located at 201 East Dahl Street, Cyrus, MN 56323.

B. Unlimited guarantees of the borrowers:

Douglas E. Moser

Jerry A. Carlsen

Clori K. Carlsen

A motion by Gerde, seconded by Rupp, to accept the recommendation of the Executive Committee and authorize staff to offer the conditional loan commitment to CaMo Properties, LLC, motion carried unanimously

CARES Nonprofit Application Recommendations: Based on the work session review of applications, Murray requested the Board to approve the following Nonprofit CARES Act applications,

Glacial Ridge Hospital District	10,000.00
Habitat for Humanity	10,000.00
Central Square	10,000.00
Welcome Center	10,000.00
Ann Bickle Heritage House	2,164.00
Shalom Community Lutheran Church	3,088.00
Pope County Historical Society	10,000.00
Kingdom Kids	10,000.00
Terrace Mill Foundation	996.00
Discovery Days Preschool	10,000.00
Starbuck Depot Society	1,537.00
Glenwood United Parrish	10,000.00
American Cancer Society	10,000.00
Hope Community Church - Minnewaska Area	5,702.00
Immanuel Lutheran Church	4,529.00
Pope County Ag Society	10,000.00
Johnson-Roll-Dougherty Post 187	10,000.00
Glenwood Lutheran Church	10,000.00
Minnewaska VFW Post 3815	660.00
	<b>138,676.00</b>

A motion by Rogahn, seconded by Vold, to recommend approval to the Pope County Commissioners for 19 applications, totaling \$138,676 of approved grant dollars, motion carried unanimously.

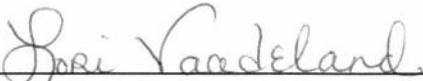
CARES Business Application Recommendations: Based on the work session review of applications, Murray requested the Board to approve the following Business CARES Act applications,

Shriji Hospitality	10,000.00
Pope County Press Inc	10,000.00
R & K Enterprises of Glenwood	10,000.00
Shear Indulgence LLC	10,000.00
Jeanne Mix	10,000.00
Glenwood CI & S LLC	10,000.00
Senior Perspective	10,000.00
Palmer Creations	10,000.00
Quinco Press	10,000.00
Minnewaska Dental	10,000.00
Glenwood Chamber	10,000.00
Peters Sunset Beach, Inc	10,000.00
Captains Bar and Grill	10,000.00
Quadro Inc	10,000.00
Fuel Express	10,000.00
Canary Beach	10,000.00
A and D Companies Inc	10,000.00
Randall Pederson	5,040.00
Wangness Ogdahl	10,000.00
Woodlawn Resort and Campground	10,000.00
Meco7 LLC	10,000.00
Glenwood Welding and Fab	10,000.00
Rolling Forks Vineyards	10,000.00
Sidelines Upholstery and Repair	10,000.00
Clyde Machines Inc	10,000.00
Duffy's North Inc	10,000.00
Hair Unlimited	4,838.00
Uptown Florist LLC	10,000.00
Screen Prints Plus	10,000.00
Studio E Architects	10,000.00
FAST Global Solutions Inc	10,000.00
West 13 Venture	10,000.00
Minnewaska Golf Course	10,000.00
Theresa's Turn Bakery LLC	10,000.00
Gingerbread Café LLC	10,000.00
Hoplin-Hitchcock Funeral Home	10,000.00
	<b>349,878.00</b>

A motion by Rupp, seconded by Vold, to recommend approval to the Pope County Commissioners for 36 applications, totaling \$349,878 of approved grant dollars, with 3 applications pending additional review, motion carried unanimously.

Adjourn: A motion by Rogahn, seconded by Gerde, to adjourn the meeting at 12:02 p.m., motion carried unanimously.

ATTEST:

  
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Lori Vaadeland, President

  
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Cody Rogahn, Secretary