

OFFICIAL PROCEEDINGS
Pope County Housing and Redevelopment Authority Board
September 21, 2022

The September 21, 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, Greg Vold, Lori Vaadeland, Jason Rupp, and Commissioner Cody Rogahn. Staff present was Barry Hegg and Jason Murray. Also present was Kersten Kappmeyer, County Administrator, Melanie Stegner, Pope County Tribune newspaper, and Martha Coleman.

Vaadeland asked for any additional items. Murray noted he would like to add a Habitat For Humanity discussion item. A motion by Gerde, seconded by Rupp, to approve the agenda as amended, motion carried unanimously.

Public Comment: Murray shared the County Commissioners approved the HRA-EDA preliminary levy for 2023.

Official Proceedings: A motion by Rogahn, seconded by Rutter, to approve the September 7, 2022, meeting minutes as presented, motion carried unanimously.

Monthly Bills: A motion by Rupp, 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	
Community and Economic Development Associates	\$	6,408.00
Sandman Structural Engineers	\$	4,000.00
Verizon	\$	41.19
Pope County Auditor-Treasurer (Bay Meadows)	\$	11,275.00
Pope County Auditor-Treasurer (All other property)	\$	808.00
T&B Lawn Care	\$	355.89
City of Glenwood	\$	25.00
Total	\$	22,913.08

August 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 August financials as presented, motion carried unanimously.

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

Bay Meadows items: Murray noted the required City rental inspections were held on Friday, September 16. Murray noted the following items that needed to be completed:

Unit 103 – shower faucet leak

Unit 704 – ceiling fan issue with the switch

Unit 708 – sink faucet leak

Unit 712- mounting bracket for smoke detector in laundry room

Unit 714- dishwasher rack mounting assembly – replace wheel.

Murray noted that he will work with a plumber and an electrician to address the repairs.

Habitat for Humanity: Murray shared an email from Habitat requesting the HRA-EDA to consent to the transfer of mortgages to Habitat for Humanity of Douglas County. Rupp shared an update with the Board on the Prairie Lake Habitat.

A motion by Rogahn, seconded by Rupp, to consent to the transfer of mortgages from Prairie Lake Habitat for Humanity to Habitat for Humanity of Douglas County, motion carried unanimously.

A motion by Gerde, seconded by Rogahn, 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 develop an offer on the purchase of parcel #21-0198-000.

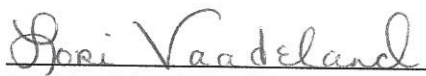
The meeting was closed at 11:15 am. Those attending the closed session were Rutter, Gerde, Vold, Vaadeland, Rupp, Rogahn, Hegg, Kappmeyer and Murray.

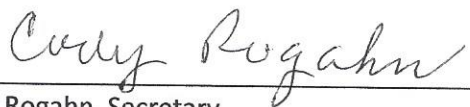
A motion by Rupp, seconded by Rutter, to reconvene the HRA-EDA regular board meeting at 11:58 am.

Vold asked about the DEED grant. The Board discussed the grant application for Kingdom Kids and deadline for notification of recipients.

Adjourn: A motion by Gerde, seconded by Rutter, to adjourn the meeting at 12:06 p.m., motion carried unanimously.

ATTEST:


Lori Vaadeland, President


Cody Rogahn, Secretary