

OFFICIAL PROCEEDINGS  
Pope County Housing and Redevelopment Authority Board  
December 20, 2023

The December 20, 2023, 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 11:01 a.m. with the following members present; Allan Rutter, Commissioner Paul Gremmels, Commissioner Paul Gerde, Greg Vold, Lori Vaadeland, and Jason Rupp. Staff present was Jason Murray.

Vold asked for any additional items. A motion by Gerde, seconded by Gremmels, to approve the agenda as presented, motion carried unanimously.

Public Comment: No public comment received.

Official Proceedings: A motion by Rutter, seconded by Vold, to approve the December 6, 2023, meeting minutes as presented, motion carried unanimously.

Monthly Bills: A motion by Gerde, seconded by Vold, 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>	
David Drown Associates	\$	18,600.00
City of Glenwood	\$	234.40
Fluegel Law Firm	\$	228.00
MN Office of State Auditor	\$	5,069.50
City of Glenwood	\$	54.19
City of Glenwood	\$	25.00
Recycled Techonologies	\$	290.95
<b>Total</b>	<b>\$</b>	<b>24,502.04</b>

November Financials: Murray reviewed the balance sheet, deposit, and check register with the Board. Murray reviewed the cash balance, fixed assets, and long-term liabilities from the balance sheet with the Board.

A motion by Gerde, seconded by Gremmels, to approve the monthly financials as presented, motion carried unanimously.

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

Housing Trust Fund: Murray shared the ordinance and public hearing notice for the establishment of a housing trust fund for Pope County. Murray noted the public hearing is scheduled for Tuesday, January 16, 2024.

Board discussed the ordinance. No formal action was taken.

2024 Meeting Dates: Murray shared a list of potential meeting dates for the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays in 2024. Board will ratify these dates at the annual meeting. Consensus was to remain on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays of each month at 11 am. Gerde noted Juneteenth falls on our normal meeting date in June. Board discussed moving this meeting to Thursday, June 20.

No formal action was taken.

Board Representation: Gerde noted Vold will be re-appointed to the HRA-EDA Board at the first Commissioner meeting on January 2.

Adjourn: A motion by Rupp, seconded by Vold, to adjourn the meeting at 11:49 a.m., motion carried unanimously.

ATTEST:

  
Lori Vaadeland, President

  
Jason Rupp, Secretary