

Crooks Housing and Redevelopment Commission  
 Regular monthly meeting minutes  
 May 19, 2020

At 7:00 pm, Chairman Harstad called the meeting to order at the Crooks Community Center. Finance Officer Schantz took roll:

Present: Commissioner Harstad, Commissioner Carlson, Commissioner Langloss, Commissioner Moller (on phone)

Absent: Commissioner Nelson (with notice)

Also present: CHRC realtor Bartels, City Finance Officer Schantz

Pledge of Allegiance was recited by those present.

**Approve agenda.** Harstad stated he needed to add item to the agenda to allow for review of home plans submitted by party interested in building on CHRC lot. Harstad requested the item be inserted as third item under new business. Motion by Langloss to amend agenda for item, seconded by Carlson. No discussion. Harstad took roll call vote: Moller – aye, Langloss – aye, Carlson – aye. All aye, motion carries. Motion by Carlson to approve amended agenda, seconded by Langloss. Harstad took roll call vote: Moller – aye, Langloss – aye, Carlson – aye. All aye, motion carries.

**Approve meeting minutes.** Commission reviewed meeting minutes. Motion by Langloss to approve meeting minutes, seconded by Carlson. No discussion. Harstad took roll call vote: Moller – aye, Langloss – aye, Carlson – aye. All aye, motion carries. All aye, motion carries.

**Bills and Communications.** Commission reviewed the claims for May. Double H Paving claim was reviewed. Commission noted that claim for paving was higher than bid approved. The difference in the amounts was discussed. Langloss stated Commission should only pay amount approved. Motion by Langloss to approve claims with Double H Paving claim to be paid in the amount of \$77,766.90 and all other claims as listed, seconded by Carlson. No further discussion. Harstad took roll call vote: Moller – aye, Langloss – aye, Carlson – aye. All aye, motion carries.

**Approved claims for May 2020.**

<b>Crooks Housing and Redevelopment Commission</b>				
<b>May 2020 claims</b>				
Vendor	Date incur.	Amount	Description	
DNB National Bank	5/14/2020	\$ 13,655.17	bond payment	
Meierhenry Sargent	5/6/2020	\$ 168.00	legal expense	
Internal Revenue Service	4/21/2020	\$ 22.98	payroll taxes for 04.21.2020 meeting	
Double H Paving	5/11/2020	\$ 77,766.90	paving expense for 257th / W 4th St overlay	
Jeff Nelson	4/21/2020	\$ 46.17	payroll for 04.21.2020 mtg	
Mike Harstad	4/21/2020	\$ 46.17	payroll for 04.21.2020 mtg	
Robert Carlson	4/21/2020	\$ 46.17	payroll for 04.21.2020 mtg	
		<b>\$ 91,751.56</b>		

**Financials.** Commission reviewed financials for March. Commission discussed the financials.

**Open Comments.** Bartels provided a status update on potential interest in lots.

**New business.**

Release walking path easement. Commission discussed the need to release the walking path easement along the east lots in the development. Harstad stated he will review process and take appropriate steps to get release of easement accomplished.

TIF discussion Schoenfelder development. Commission discussed the potential use of a TIF for the Schoenfelder land.

Home plans review. Commission reviewed home plans for party interested in building on CHRC lot. It was noted by Commission that submitted home plans were below the 1,500 minimum square footage required by covenants. The value for the residence is at \$360,000 per Bartels. Langloss voiced a concern that permitting square footage below the covenants' requirement sets a bad precedent. Harstad informed Bartels that Commission would prefer interested party to either increase size of proposed residence to square footage above 1,500 or produce a construction estimate that confirms the \$360,000 for the new home.

**Old business.**

Update on lot closings/reserved lots. Harstad provided Commission with update on scheduled lot closings, anticipating closings on four lots.

Rezoning of West Ave property. Harstad explained to Commission that City Council had first reading of rezoning ordinances for West Ave property parcels. After rezoning is complete, Crooks HRC will replat the property from two parcels to one.

**Adjourn.** Motion by Carlson to adjourn meeting at 7:33 pm, seconded by Langloss. Harstad took roll call vote: Moller – aye, Langloss – aye, Carlson – aye. All aye, motion carries.

Respectfully submitted  
Tobias Schantz  
Municipal Finance Officer  
City of Crooks, South Dakota