

Crooks Housing and Redevelopment Commission
 Regular monthly meeting minutes
 January 21, 2020

At 7:00 pm, Chairman Harstad called the meeting to order at the Crooks Community Center. Secretary Nelson took roll call:

Present: Commissioner Harstad, Commissioner Nelson, Commissioner Moller, Commissioner Langloss, Commissioner Carlson

Public present: City of Crooks Mayor Oseby, Municipal Finance Officer Schantz, CHRC realtor Mark Bartels and 17 guests.

Pledge of Allegiance was recited by those present.

Approve agenda. Motion by Carlson to approve posted agenda, seconded by Langloss. No discussion. All aye, motion carries.

Approve meeting minutes. Motion by Langloss to approve December meeting minutes, seconded by Moller. No discussion. All aye, motion carries.

Bills and Communications. Motion by Carlson to approve January claims, seconded by Nelson. Moller asked about construction staking claim of DGR Engineering. Harstad explained claim. No further discussion. All aye, motion carries.

Approved claims for January 2020

Crooks Housing and Redevelopment Commission			
January 2020 claims			
Vendor	Date incur.	Amount	Description
Chad Moller	12/18/2019	\$ 46.17	pay for 12.18.2019 mtg
Chris Langloss	12/18/2019	\$ 46.17	pay for 12.18.2019 mtg
DGR Engineering	12/12/2019	\$ 261.84	construction staking
DNB National Bank	1/14/2020	\$ 13,655.17	bond payment
Internal Revenue Service	1/20/2020	\$ 38.30	12-2019 FICA
Jeff Nelson	12/18/2019	\$ 46.17	pay for 12.18.2019 mtg
Mike Harstad	12/18/2019	\$ 46.17	pay for 12.18.2019 mtg
Robert Carlson	12/18/2019	\$ 46.17	pay for 12.18.2019 mtg
		\$ 14,186.16	

Financials. Schantz provided commentary on financials. Motion by Nelson to approve financials, seconded by Moller. No discussion. All aye, motion carries.

Open comments. Harstad opened floor for comments. No public comments.

New business.

Purchase agreement West Ave Property. Purchase agreement was reviewed by the Commission. Harstad explained he met Crooks Community Child Care Center and representatives of City, Crooks Development

Corp and Crooks Housing and Redevelopment Commission. At the meeting the need for a new facility was discussed to accommodate to 100. The terms of the agreement were discussed, with the total purchase price set at \$75,000, with a down payment of \$25,000 and \$50,000 upon the time of closing. Other details of the purchase agreement involving were also discussed by the Commission. Representatives of the Crooks Community Child Care Center inquired about water-sewer hookup fee and building permit cost and asked if they could be waived. The zoning requirements of the land and state requirements for a day care facility were then discussed. Nelson inquired if legal description purchase agreement was correct. Harstad stated City attorney double checked legal description. Harstad then asked for motion to approve purchase agreement. Motion by Moller to approve purchase agreement, seconded by Langloss. No further discussion. Harstad asked Nelson to take roll call vote: Langloss – aye, Moller – aye, Carlson – aye, Harstad – aye, Nelson – aye. All aye, motion carries.

Review covenants. The Commission then discussed the recent happenings involving a party wishing to purchase a lot and move in a manufactured house and then ensuing issues. The difference between on-site stick-built, off-site stick-built and manufactured housing were discussed. The interested party was informed by City that no manufactured house could be brought to Crooks. The Commission then reviewed the covenants. Nelson asked if provision in covenants permitted off-site stick-built homes to be brought in. Harstad explained they did. The recently moved in house, which is stick-built but was brought from an off-site location was discussed and the issues with the current Crooks Zoning Ordinance. Harstad explained under current definition of manufactured homes in Crooks Zoning Ordinance, no house built off-site is permitted in Crooks. Commission then discussed resolution to the issues, and it was explained that homeowner will have to apply for a variance with CHRC defraying the expense for the hearing. Harstad also explained that Crooks Planning and Zoning Commission will review the definition of manufactured home and update Crooks Zoning ordinance.

Update realtor lot sales. Bartels stated he had received calls by builders on lots.

Old business. None.

Executive session pursuant to SDCL 1-25-2(3): Contractual negotiations. Motion by Langloss to enter into executive session at 7:30pm, seconded by Carlson. All aye, motion carries. Harstad called the meeting back to order at 8:31pm. No action was taken.

Adjourn. Motion by Nelson to adjourn meeting at 8:32pm, seconded by Harstad. All aye, meeting adjourned.

Respectfully submitted,
Jeff Nelson
CHRC Secretary