

Crooks Housing and Redevelopment Commission
 Regular Monthly Meeting Minutes
 June 16, 2020

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

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

Absent: Commissioner Langloss

Also present: CHRC realtor Bartels, City Finance Officer Schantz

Pledge of Allegiance was recited by those present.

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

Approve meeting minutes. Commission reviewed meeting minutes. Motion by Nelson to approve May 19 meeting minutes, seconded by Moller. No discussion. All aye, motion carries. Motion by Carlson to approve June 1 meeting minutes, seconded by Moller. No discussion. All aye, motion carries.

Bills and Communications. Commission reviewed claims for June. Motion by Nelson to approve claims, seconded by Carlson. Home Builders Association claim was discussed and the utility of membership in the organization. Motion by Moller to decline renewal of membership with Home Builders Association, seconded by Carlson. There was a brief discussion with Commissioner Nelson noting his opposition to declining the membership to the Home Builders Association. Harstad called the vote, Harstad, Carlson and Moller voted aye, Nelson voted nay. The motion for claims amended to exclude Home Builders Association passes. Commission then proceeded to vote on claims. Harstad, Carlson and Moller voted aye, Nelson voted nay, motion carries.

Approve claims.

Vendor	Date incur.	Amount	Description
Chad Moller	5/19/2020	\$ 46.17	05.19.2020 mtg pay
Chris Langloss	5/19/2020	\$ 46.17	05.19.2020 mtg pay
Chris Langloss	6/1/2020	\$ 23.09	06.01.2020 mtg pay
DNB National Bank	6/14/2020	\$ 13,655.17	bond payment
Internal Revenue Service	5/19/2020	\$ 30.64	payroll taxes for 05.19.2020 meeting
Internal Revenue Service	6/1/2020	\$ 15.28	payroll taxes for 06.01.2020 meeting
Jeff Nelson	6/1/2020	\$ 23.09	06.01.2020 mtg pay
Meierhenry Sargent	6/8/2020	\$ 144.00	legal expense
Mike Harstad	5/19/2020	\$ 46.17	05.19.2020 mtg pay
Mike Harstad	6/1/2020	\$ 23.09	06.01.2020 mtg pay
Robert Carlson	6/1/2020	\$ 23.09	06.01.2020 mtg pay
Robert Carlson	5/19/2020	\$ 46.17	05.19.2020 mtg pay
		\$ 14,122.13	

Disapproved claims.

Disapproved claims June 2020			
Vendor	Date incur.	Amount	Description
Home Builders Assoc. of Sioux Empire	1/1/2020	\$ 500.00	annual membership fee
		\$ 500.00	

Financials. Commission reviewed the financials for May. Motion by Nelson to approve financials, seconded by Carlson. Moller asked about the amount of "Other Expense" on the Statement of Revenues and Expenses. No further discussion. All aye, motion carries.

Open comments. Oseby, attendee, spoke on discussions with builders interested in W 5th St lots. Van Hunnicks, attendee, asked about Schoenfelder land development status.

New business. Covenant waiver request. Harstad read requested submitted by party for waiver request. The requestor requested a deviation from the required minimum square footage. Floor plan of home submitted at May meeting by requestor was reviewed. Commission then discussed request. Rieth, attendee, addressed Commission and said he did not receive request for small square footage on main floor. Motion by Nelson to deny request, seconded by Carlson. No further discussion. All aye, motion carries.

Re-platting request for 4th St. lots. Harstad and Oseby met with contractor interested in replatting lots along W 4th St. lots for twin homes for senior housing. The process for replatting was discussed by Commission. Commission and those present also discussed the need for senior housing and the opportunity replatting was offering to address this need. Motion by Nelson to replat lots contingent upon receiving an acceptable offer to purchase. The motion was seconded by Carlson. No discussion. All aye, motion carries.

Old business.

Update lot sales. Bartels provided update on lot sales. Six lots have been closed on in June with additional lots to be closed on soon.

Update Schoenfelder land development. Nelson provided update on Schoenfelder land. The topographical survey has been completed. The design committee will meet on June 23 for first face-to-face session.

Adjourn. Motion by Nelson to adjourn meeting at 7:47 pm, seconded by Carlson. No discussion. All aye, motion carries.

Respectfully submitted,
Jeffrey Nelson
Secretary
Crooks Housing and Redevelopment Commission