

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

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

Present: Commissioner Harstad, Commissioner Carlson, Commissioner Nelson

Absent: Commissioner Moller, Commissioner Langloss

Others present: Mayor Oseby, CHRC Realtor Bartels, Finance Officer Schantz

Pledge of Allegiance was recited by those present.

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

**Approve meeting minutes.** Motion by Carlson to approve June 16 meeting minutes, seconded by Nelson. No discussion. All aye, motion carries. Motion by Carlson to approve July 10 special meeting minutes, seconded by Nelson. No discussion. All aye, motion carries.

**Bills and Communications.** Commission reviewed July claims. Motion by Nelson to approve July claims, seconded by Nelson. Xcel bill was discussed. No further discussion. All aye, motion carries.

**Approved claims.**

Crooks Housing and Redevelopment Commission			
July 2020 claims			
Vendor	Date incur.	Amount	Description
Chad Moller	6/16/2020	\$ 46.17	06.16.2020 regular mtg pay
Chad Moller	7/1/2020	\$ 23.09	07.01.2020 special mtg pay
Chris Langloss	7/1/2020	\$ 23.09	07.01.2020 special mtg pay
DGR Engineering	7/17/2020	\$ 5,500.00	topographical survey Schoenfelder land
DNB National Bank	7/14/2020	\$ 13,655.17	bond payment
Internal Revenue Service	7/20/2020	\$ 30.64	FICA for 06.16.2020 regular meeting
Internal Revenue Service	7/20/2020	\$ 15.28	FICA for 07.01.2020 special meeting
Jeff Nelson	6/16/2020	\$ 46.17	06.16.2020 regular mtg pay
Meierhenry Sargent	7/8/2020	\$ 84.00	06-2020 legal expense
Mike Harstad	6/16/2020	\$ 46.17	06.16.2020 regular mtg pay
Mike Harstad	7/1/2020	\$ 23.09	07.01.2020 special mtg pay
Robert Carlson	6/16/2020	\$ 46.17	06.16.2020 regular mtg pay
Robert Carlson	7/1/2020	\$ 23.09	07.01.2020 special mtg pay
Xcel Energy	7/9/2020	\$ 6,850.69	cost for moving electrical service along W 4th St
		<b>\$ 26,412.82</b>	

**Financials.** Commission reviewed financials. Schantz provided commentary. Motion by Nelson to approve financials, seconded by Carlson. No further discussion. All aye, motion carries.

**Open comments.** Oseby stated Crooks HRC should consider finding different notetaker for commission meetings besides Schantz.

**New business.**

Citizen complaint lot 41, block 6. Commission discussed the status of lot 41, block 6 and the previous waiver the lot owner obtained from the building requirement. Oseby stated neighbors take care of lot. Scott Rieth, resident, stated lot is current used as play area for children. Harstad asked Schantz to obtain purchase agreement and find contact information for owner to determine when he plans to build on lot.

Updated maps for lots available. Harstad stated new, updated maps are currently being worked on by DGR and will be provided to public once they are completed. The goal is to have the updated maps on advertising boards and on the City website.

**Old business.**

Update re-platting of 4<sup>th</sup> St. lots. Harstad informed Commissioners that lots are currently being replatted and once the mylar copy is signed by the City, the plat will be filed with the County. The excess dirt of the Crooks HRC development was discussed and how to proceed with dirt. Commission then discussed options on removing dirt and using dirt in other areas of town. Motion by Nelson to declare dirt as worthless, seconded by Carlson. Commissioners stated that dirt is in way of selling lots and removing it will facilitate faster lot sales. No further discussion. All aye, motion carries. Commission then discussed contractor to remove dirt to different area. Motion by Nelson to limit trucking costs to be incurred at \$5,000, seconded by Carlson. No further discussion. All aye, motion carries.

Update on reserved & closed lots. Bartels provided an update on recent lot sales and upcoming lot sales plus potential additional lot reservations.

Update Schoenfelder land development. Nelson reported that committee had met to explore design options for the Schoenfelder land. Oseby stated that he had met with developers to look at land and potential development options. Commission then discussed the advantage of developer purchase land and Commission dissolving/resting as private development was one of the stated goals of the Commission.

**Adjourn.** Motion by Nelson to adjourn at 7:35 pm, seconded by Carlson. No discussion. All aye, motion carries.

Respectfully submitted,

Jeff Nelson  
Secretary  
Crooks Housing and Redevelopment Commission