

Crooks Housing and Redevelopment Commission  
 Regular monthly meeting minutes  
 October 19, 2021

At 7pm Chairman Harstad called the meeting to order at the Crooks Community Center. Answering roll call were Commissioners Carlson, Harstad, Moller. Commissioner Langloss was absent with notice.

Pledge of Allegiance was recited by those present.

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

**Approve meeting minutes.** Motion by Carlson to approve September 21 meeting minutes, seconded by Moller. No discussion. All aye, motion carries. Motion by Nelson to approve September 29 meeting minutes, seconded by Carlson. No discussion. All aye, motion carries.

**Bills and Communications.** Motion by Nelson, seconded by Moller to approve claims. No further discussion. All aye, motion carries.

Crooks Housing and Redevelopment Commission			
October Claims 2021 claims			
Vendor	Date incur.	Amount	Description
DNB National Bank	10/14/2021	\$ 13,655.17	bond payment
Internal Revenue Service/EFTPS	10/18/2021	\$ 95.70	payroll taxes
Mike Harstad	10/1/2021	\$ 115.43	monthly pay
Chad Moller	10/1/2021	\$ 115.43	monthly pay
Chris Langloss	10/1/2021	\$ 115.43	monthly pay
Jeff Nelson	10/1/2021	\$ 115.43	monthly pay
Xcel Energy	9/29/2021	\$ 10,593.58	moving of electric utilities along W. 5th St.
Robert Carlson	10/1/2021	\$ 115.43	monthly pay
	<b>Total</b>	<b>\$ 24,921.60</b>	

**Financials.** Commission reviewed financials.

**Open comments.** Jim Van Hunnick, resident, asked when work will be resumed at Heritage Pond development and when contractor will resume work on his property.

**New business.**

- a) Approve pay application. Commission reviewed pay application. Jesse Morris (DGR) spoke on change order of payment application. Motion by Nelson to approve pay application and change order submitted for moving of utilities along W 5<sup>th</sup> St. by Tom’s Backhoe in the amount of \$59,393, seconded by Carlson. No further discussion. All aye, motion carries.
- b) Update on issues in Sunset Development:
  - i. Drainage problems between W 5<sup>th</sup> St. and W 6<sup>th</sup> St. Commissions reviewed the drainage issues along the backyards. It was determined the homeowner causing the issue should be responsible for fixing the problems.
  - ii. Concrete on lot line on Oak Ave. Schantz informed Commission issue had been resolved according to owner of lot at 108 Oak Ave.

- iii. Drainage problems at corner of W 4<sup>th</sup> St. & Winterberry. A lot in the new development has been causing drainage issues for homeowners with yards backing towards the development. Schantz informed Commissioners, City took steps to resolve the problems. Commission then discussed the drainage concerns and future steps.
- iv. Fence being installed in drainage easement. Commission reviewed the issue. Discussion then ensued on responsibility of addressing problem, and the City's Planning and Zoning department will contact homeowners.

**Old business.**

- a) Updates on Heritage Pond development were discussed.

**Adjourn.** Motion by Carlson to adjourn meeting at 7:28pm, seconded by Nelson. No discussion. All aye, motion carries.

Respectfully submitted,

Jeff Nelson  
Secretary  
Crooks Housing and Redevelopment Commission