

**WADENA HOUSING AND REDEVELOPMENT AUTHORITY  
BOARD OF COMMISSIONERS MEETING MINUTES**

**February 23, 2021**

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**COMMISSIONERS**

Gary Sellman  
Rosemary Kostrzewski  
Ryan Damlo  
Mark Lunde  
Joshua Meech

**STAFF**

Maria Marthaler

**TENANT REPRESENTATIVES**

**CALL TO ORDER**

Chairperson Sellman called the regular meeting to order at 5:00 p.m. via video conference. Commissioners in attendance by Voice Roll-call were Kostrzewski, Damlo, Lunde, and Meech.

**OATH OF OFFICE**

Director Marthaler introduced Joshua Meech as new board member. Meech recited the Oath of Office.

**TENANT REPRESENTATIVE REPORTS**

No tenant representatives available for the meeting. Marthaler spoke to representatives to inquire if there were any concerns to bring to the board. Representative Hughes commented the cable tv has had interruptions in service recently. Marthaler informed Hughes that she would contact the cable company to inquire about outages in the area. Representative Hughes also commented that tenants have had good comments regarding building maintenance.

**NEW BUSINESS**

**WADENA DEER CREEK SCHOOL PROPOSAL WAS MOVED TO THIS PART OF THE MEETING.**

**WADENA DEER CREEK SCHOOL (WDC) PROPOSAL**

Westrum, WDC Superintendent discussed an interest in the Wadena HRA, Wadena Development Authority (WDA) and WDC collaborating once again on the 2022 WDC schoolhouse. WDC instructor, Shrode shared information he received from local suppliers on costs for materials for the schoolhouse. Depending on the house specs and comparing past schoolhouse built according to Shrode the cost could be anywhere from \$55,000 to \$75,000. Shrode believes Merickel Lumber and Northwest Building Supply are willing to work with WDC to keep the costs down.

WDA Director, Uselman discussed the WDA interest in continuing this collaboration and will request the WDA board approval for \$100,000 zero interest loan or a draw down fund to the Wadena HRA to proceed with the project. Uselman will reach out to retired contractors to look at a volunteer for a general contractor for the project.

Commissioner Sellman suggested to proceed with the next steps to develop a subcommittee, investigate lots, and house designs to come up with a firmer cost number. After discussion it is the consensus of the Wadena HRA board to proceed with investigating lot options and cost for the 2022 schoolhouse project and meet in March to discuss it further.

**6:05 P.M. THE WADENA HRA BOARD OF COMMISSIONERS MEETING RESUMED.**

**CONSENT CALENDAR**

At this point of the meeting, Commissioner Sellman entertained a motion to approve the consent calendar. **Commissioner Kostrzewski motion to approve the consent calendar, second by Lunde.** Discussion followed and questions answered on decreased funds in the Tax Levy account. Marthaler explained after the sale of the community house Wadena HRA reimbursed \$90,000 to the WDA for the zero-interest loan. Commissioner Sellman questioned where the \$85,000 in the management fund came from. Marthaler explained

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the management account pays bills for Fair Oaks Apartments (FOA) and the \$85,000 was a reimbursement from FOA to reconcile accounts. **Voice roll-call vote, motion carried unanimously.**

**UNFINISHED BUSINESS**

None

**DIRECTORS REPORT**

At the January 2021 meeting Commissioner Sellman requested Marthaler speak to attorney Pederson regarding the electrical separation at FOA. Marthaler reported she spoke with attorney Pederson regarding the electrical at Fair Oaks Apartments. Pederson commented if Eden Agency is not pushing to separate the electrical, we should "leave it lay". Pederson is going to look and see if there are any documents on the easement or use for the electrical in the original documents. Pederson also thinks that if the owners of the lodge do decide to turn us off for the electrical, we may have a legal stand because the electric has been this way since the building was built. Pederson also commented that nothing is for sure and he cannot say what will happen.

Commissioners discussed vacancy and various marketing ideas for FOA as the building does not have much recognition in the community and has potential for higher occupancy if people were aware of the apartments and amenities.

**Commissioner Lunde motion to adjourn the meeting. Second by Commissioner Damlo. Voice roll-call vote, motion carried unanimously.**

**COMMISSIONER ISSUES**

None

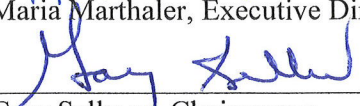
Meeting adjourned at 6.45 p.m.

**PREPARED BY:**

  
\_\_\_\_\_  
Maria Marthaler, Executive Director

3/24/2021  
Date

**APPROVED BY:**

  
\_\_\_\_\_  
Gary Sellman, Chairperson

4/23/2021  
Date

  
\_\_\_\_\_  
Rosemary Kostrzewski, Secretary/Treasurer

4-23-21  
Date