



May 22, 2026

Notice of the WHRA Commissioners Regular Board Meeting.

The Regular WHRA Board of Commissioners meeting will be *Wednesday, May 27, 2026 @ 5:00 P.M. in Wadena City Council Chambers.*

If you have items that you would like placed on the agenda, or if you have any questions, please contact Tammy Troisdahl, WHRA Director, at 631-7723 prior to the meeting. All questions and comments should be submitted by 2 p.m. on May 27, 2026.

Address: Wadena HRA
222 2nd Street SE
Wadena, MN 56482

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AGENDA HOUSING & REDEVELOPMENT AUTHORITY
BOARD OF COMMISSIONERS
MEETING AGENDA

**Wednesday, May 27, 2026,
Wadena HRA Regular Board Meeting**

- 1) Call to Order
- 2) Representative Report
- 3) Consent Calendar
 - A) Agenda Approval
 - B) Minutes of the April regular Meeting
 - C) Program Account Balances
 - D) Expenditures
 - E) Program Loan Report
 - F) Financial Statements
 - G) Property Work Orders
 - H) Housing Program Reports
Humphrey Manor *Commercial Apartments * Fair Oaks Apartments* Section 8/MS Vouchers
- 4) Unfinished Business
 - A) Website Update
- 5) New Business
 - A) Wage Scale
 - B) Wadena HRA Signature Cards at Wadena State Bank
 - C) ROSS Coordinator Grant Update/Approve/Disapprove ROSS Coordinator funded by WHRA and Job Description
 - D) Resolution #636 Approve/Disapprove ROSS Coordinator Program Budget
 - E) Resolution #637 Approve/Disapprove Revised Humphrey Manor West Budget
 - F) Resolution #638 Approve/Disapprove Revised Humphrey Manor East Budget
 - G) Furnace at Humphrey Manor West – Information available at Meeting
 - H) Maria Marthaler
- 6) Directors Report
 - A) Migration Update
- 7) Commissioner Discussions
 - A) Personnel Policy – Sections 9
- 8) For your Information
- 9) Next Meeting Date & Adjournment

ADDITIONAL ITEMS OR INFORMATION MAY BE AVAILABLE AT THE MEETING

WADENA HRA MISSION STATEMENT

**“Evaluate the Housing & Redevelop needs of Greater Wadena area
And
Enable Appropriate Public or Private Solutions”**

- 1) Call Meeting to Order
- 2) Representative Report
- 3) Consent Calendar
- 4) Unfinished Business
 - A) **Website**

Tammy and Kristin met with Charles at the City of Wadena.
- 5) New Business
 - A) **Wage Scale**

Top scale shows current wage in yellow and proposing one step increase in green. Two employees have been with WHRA over 5 year to receive additional 1%. Bottom scale shows the proposed in green for those two employees.
 - B) **Wadena HRA Signature Cards at Wadena State bank**

Wadena State Bank requires meeting minutes that approves changes to the signature card on all accounts.
 - C) **ROSS Coordinator Grant Update/Approve/Disapprove ROSS Coordinator funded by WHRA and Job Discription**

Have not heard if WHRA is awarded the ROSS Grant renewal. Requesting ROSS Coordinator program to continue as a WHRA program.
 - D) **Resolution #636 Approve/Disapprove ROSS Coordinator Program Budget**

This budget would be a new budget for WHRA if the agency is not awarded the ROSS Coordinator renewal
 - E) **Resolution #637 Approve/Disapprove Revised Humphrey Manor West Budget**

Revised budget to accommodate ROSS Coordinator Program
 - F) **Resolution #638 Approve/Disapprove Revised Humphrey Mano East Budget**

Revised budget to accommodate ROSS Coordinator Program
 - G) **Heating and Cooling Unit at Humphrey Manor West**

Heating and cooling unit at Humphrey Manor West in common areas of TV Room, Sunroom, Community Room and Exercise Room is in need of replacement.
 - H) **Maria Marthaler**
- 6) Directors Report
 - A) **Migration Update**

Migration with Lindsey software if complete. Still working on a few glitches that occur and speed. Will be working with Eide Bailey for their portion of the migration.
- 7) Commissioner Discussion
 - A) Wadena HRA Employee Personnel Policy
 - Section 9 – Compensation System
- 8) For your information

Staff Meeting Reports
- 9) Next Meeting Date and Adjournment

June 24, 2026, 5 p.m. City Council Chambers