

MINUTES
REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, MARCH 2, 2021

CALL TO ORDER/ROLL CALL

- 1 The regular Waseca City Council meeting was called to order by Mayor Roy Srp at 7:00 p.m.

| | | |
|-------------------------|----------------|-------------------|
| Councilmembers Present: | Mayor Roy Srp | Ted Conrath |
| | Daren Arndt | John Mansfield |
| | Jeremy Conrath | Mark Christiansen |

Councilmembers Absent: Allan Rose

Staff Present: Lee Mattson, City Manager
Mike Anderson, Assistant to the City Manager
Alicia Fischer, Finance Director

Others Present: Chad Adams, SWMHP
Joel Hollerich, SWMHP
Gary Dobberstein, Resident

MOMENT OF SILENT PRAYER/PLEDGE OF ALLEGIANCE

- 2 A moment of silence was observed. The Pledge of Allegiance to the Flag was recited.

APPROVAL OF AGENDA

- 3 Jeremy Conrath asked to add item 6E to be moved to Action Agenda item 7C. Motion was made by Jeremy Conrath seconded by Mansfield to approve the agenda as amended. Motion carried 6-0.

PUBLIC COMMENT

- 4 None

REQUESTS AND PRESENTATIONS

- 5 None

CONSENT AGENDA

- 6 It was moved by Christiansen seconded by Ted Conrath, to approve the Consent Agenda as amended. The motion carried 6-0 and included:

- A. Minutes – Regular City Council Meeting & Work Session February 16, 2021
- B. Payroll & Expenditures
- C. Accepting Graham Johnson's Airport Board Application
- D. Accepting Greg Kaelberer & Mackenzie Hoy's EDA Application

ACTION AGENDA

7

A. Public Hearing: Small Cities Development Program

Joel Hollerich, Program and Lending Underwriter with the Southwest Minnesota Housing Partnership provided an overview of the SCDP application process and funding request of \$990,500.00. This will be leveraged with other funds from MN Housing and GMHF for a total of up to \$1,140,500.00.

The application is for a comprehensive application and will focus on owner-occupied rehab for approximately 12 households for up to \$25,000 per unit, commercial rehab for 8 businesses up to \$40,000 per unit and mixed-use rental housing rehab for 8 units for up to \$12,500 per unit. All projects will focus on areas of health and safety, energy efficiency, accessibility, and environmental hazards. Financing for owner occupied projects will involve 0% deferred loans that will be forgiven over a ten-year period. Financing for rental projects will consist of a 0% deferred loan which will be forgiven over 5 years, and commercial financing will consist of a 0% deferred loan forgivable over 5 years and a 2% loan with required monthly payments amortized over 10 years. The program guidelines will set a maximum funding for property owners. Target area locations were determined by city officials and identified areas with the most need for rehab funding.

As Program Lending Underwriter, Joel Hollerich will run the SCDP program and all matching funds including the application process, income verification and financing. He has 20+ yrs. in financial services experience. Shawn Nelson, Project Manager will do inspections and has been working with the SWMHP/SWBS for 7 years with 15+ yrs. previous experience in residential construction. Ali Joens, Director of Homeownership will make sure all Fair Housing requirements apply and has been working with residential lending with the SWMHP since 2001; and Barb Kirchner, Construction Services Manager will help with the implementation process including Labor Standards, Environmental and general SCDP questions. Barb has been working with the SCDP program for over 20 years.

The commercial target area is in a historic district. Any proposed rehab on a historic property will comply with federal regulations when undergoing rehab.

Upon approval of the application in June, the City of Waseca will act as the legal sponsor and the SWMHP will then enter into an agreement with the City to administer the grant. Contracts and federal requirements will take place in July and August. The program will open to property owners to apply for funding in September and an informational meeting will be held for people to apply. Inspections/Scopes of work/Bidding will begin in October. Projects will then be accepted and proceeds to work issued in November. This will be a two-year repair program with project closeout in December 2023.

Hollerich requested action on the submittal of the Full Application.

The Public Hearing Opened at 7:19 p.m. Nobody approached the Council for comment. The public hearing closed at 7:20 p.m.

Motion was made by Jeremy Conrath, seconded by Ted Conrath to approve the submittal of the full application. Motion carried 4-0 (Arndt & Mansfield abstained).

B. RCCA: Selecting Gaiter Lake Development Proposal

City Manager Mattson informed Council that the City received a proposal from Southwest Minnesota Housing Partnership. After Staff review and Council Work Session, Staff is recommending selecting the proposal to move forward with negotiations.

Motion was made by Jeremy Conrath, seconded by Arndt to select the proposal and allow Staff to enter into negotiations. Motion carried 6-0.

C. Set Board of Review Date: April 5, 7 p.m. (Virtual)

Jeremy Conrath had some questions and concerns about hosting a virtual meeting for the Board of Review. He asked if there might be a way to do it in person or have the materials in hand ahead of time. Staff informed Mr. Conrath that they would have an answer at the March 16 Council Meeting.

Motion was made by Jeremy Conrath, seconded by Srp to approve the Board of Review date of April 5 at 7 p.m. Motion carried 6-0.

REPORTS

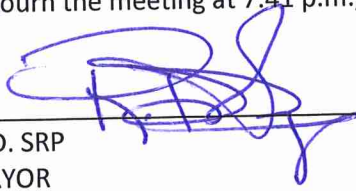
- 8 A. City Manager's Report
- Parks Department is submitting a grant request to the Area Foundation for trail work along 8th St NE
 - Staff are working towards the Water Park opening June 5. Getting all the procedures in order to operate safely under Covid-19 restrictions
- B. Commission Reports
- EDA
- Approved a loan for Pippi Lane Boutique
- HPC
- Talked about the by-laws and new member information
 - May is preservation month
 - Will be preparing articles for the paper for preservation month
- Fire Relief
- Went over by-laws
 - Mike Kahnke was elected Secretary
 - Ordered new face masks

ANNOUNCEMENTS

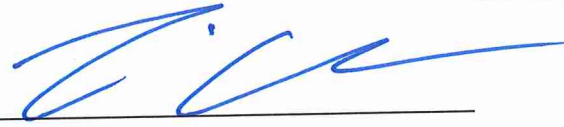
- 9 Srp – Thanked Finance Director Fischer for her presentation at the 6 p.m. Work Session. Also thanked Sergeant Gertler for being present at the Council Meeting keeping everyone safe, and finally thanked Sharon Dodson for being so helpful at the Utility Billing counter.

ADJOURNMENT

- 10 There being no further business to be brought before the Council, it was moved by Arndt seconded by Jeremy Conrath, to adjourn the meeting at 7:41 p.m.; Motion carried 6-0.



R. D. SRP
MAYOR



MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER