

**LUVERNE HRA
MINUTES**

Regular Meeting

Wednesday, July 9, 2025

11:30 A.M.

Members Present: Evan Verbrugge, Board Chair
Mike DeBates, Board Vice-Chair
Susan Schneekloth, Secretary
Mert Kracht
Tammy Johnson

Absent: Bob Wratz

- I. Board Chair Verbrugge called the meeting to order at 11:30 a.m.
- II. Approve Meeting Minutes: Moved by Schneekloth, seconded by DeBates to approve the June 11, 2025, meeting minutes. All in favor, carried.
- III. Approve Financial Reports: Moved by Schneekloth, seconded by Kracht to approve the June 2025 financial reports. All in favor, carried.

IV. OLD BUSINESS

A. AT&T Equipment Update-No updates.

B. Preparing for Construction Project

1. Change in Timeline:

- Pre-bid meeting was held June 12, 2025 at 10 a.m. Two general contractors attended.
- Contractor Q & A meeting – cancelled. SWMHP is fielding questions from contractors.
- Proposal Due Date has been postponed 1 week to July 15 due to confusion regarding the specifications that were sent out from SWMHP.

C. CIP (Conservation Initiative Program):

The CIP opportunity afforded to BMT allowed us to replace 12 air conditioners and 3 refrigerators.

- Qty 8-12,000 BTU ACs, which are nice for larger apartments and folks with oxygen concentrators that give off a lot of heat.
- Qty 4- 8,000 BTU ACs

We are grateful to the City of Luverne for allowing us to participate in this wonderful opportunity. It is a godsend to our tenants.

The lift cart ordered for maintenance has arrived. Gene said it makes his life much easier.

V. NEW BUSINESS

A. Maintenance Policy: The proposed maintenance policy was reviewed.

B. Certificates of Deposit:

After review, Verbrugge proposed to renew the CDs 37101 and 37103 at FF&M at 4.11% for 5 months and CD 147846 at SSB at 4% for 12 months. Second by Schneekloth, all in favor, carried.

C. Board Chair Position:

Evan wanted to start the conversation regarding the board chair position. He will be retiring from his Sheriff's duties in September. Unsure of what he will be doing after retirement, he wanted to inform the group that he may not be able to serve the HRA in this capacity or be able to attend all the meetings. Officers are elected in September.

D. August 2025 Meeting Date Change:

The August meeting will be held on Wednesday, August 6, 2025, at 11:30 a.m.

VI. REPORTS:

1. Project Performance
2. Recertification updated
3. Activity Report

VII. OTHER:

VIII. ADJOURN: Moved by Schneekloth, seconded by DeBates, to adjourn at noon. All in favor, meeting adjourned.

Respectfully submitted:


Susan Schneekloth, Secretary


Evan Verbrugge, Board Chair