

LUVERNE HRA – Meeting Minutes

Date: February 11, 2026

Time: 11:30 a.m.

Location: Blue Mound Tower

Members Present:

- Mike DeBates, Vice Chair
- Susan Schneekloth, Secretary
- Mert Kracht
- Bob Wratz
- Tammy Johnson, Executive Director

Members Absent: Evan Verbrugge, Board Chair

I. Call to Order:

Vice Chair DeBates the meeting to order at 11:30 a.m.

II. Approval of Minutes

Motion by Schneekloth, seconded by Kracht, to approve the minutes of the January 14, 2026, meeting. Motion carried unanimously.

III. Financial Reports

Motion by Wratz, seconded by Schneekloth, to approve the January 2026 financial reports.
Motion carried unanimously.

IV. Old Business

A. Construction Project Update

- **608 Vacant Due to Mod Status:** Moved by Kracht, seconded by Wratz to seek HUD approval to place 608 in Vacant Due to Mod status to accommodate tenants who may be displaced during construction. All in favor, carried.
 - **MN Housing Closer, Nate Hessburg,** is optimistic closing will occur towards the end of March or first week in April.
Hessburg requested revisions and updates to several documents.
 - Tenant Construction Survey's will be distributed soon.
- B. Resolution 492-2026** to approve YE March 31, 2027 Budget.
Moved by Schneekloth, second by Wratz. All in favor, motion carried.
- C. 2026 COLA/Annual Employee Wage Increase**
The HRA adopts the City of Luverne's annual employee wage increase for HRA employees. The city has not yet settled with the union, and the 2026 wage increase has not been set.

V. New Business

- A. HUD Additional HUD Monthly Compliance Reporting:** Beginning with the Fiscal Year (FY) 2026 Operating Subsidy, PHAs will be required to submit SF-425s in the Public Housing Portal for each Operating Subsidy grant on an annual basis until all grant funds are either reported as expended or returned to HUD. For \$150/month Loucks & Schwartz will complete and upload the SF-425 to the HUD portal as part of our monthly audit. Moved by Wratz, second by Schneekloth to contract with Loucks & Schwartz to perform this task. All in favor, carried.
- B. CD'S** Moved by Wratz, second by Schneekloth to renew FF&M CD's 37768 and 37794 for 9 months at 3.57%. All in favor, carried.
- C. 102 Tour:** The board toured fully remodeled 2-bedroom apartment 102. The bathroom will be updated during the sewer stack replacement project.

VI. Reports

- Project Performance Reports for January 2026 were reviewed.
- Recertification and Activity Reports for January 2026 were reviewed.

VII. Other:

Wall Heater Shield: The group was shown the newly installed heater shield in the east entry. Mert's Machinery constructed the guard from scratch. The heavy-duty guard will protect the wall heater from dents often caused by motorized wheelchairs, or tenants moving in or vacating.

Johnson thanked the board for the flowers, care and grace showed to her and her family surrounding the unexpected death of her father.

VII. Adjourn 12:15 p.m.

Motion by Schneekloth, seconded by Kracht, to adjourn the meeting at 12:15 p.m. Motion carried unanimously.

Respectfully submitted,


Vice-Chair Mike DeBates


Susan Schneekloth, Secretary