

LUVERNE HRA – 5-Year Agency Hearing and Regular Meeting Minutes

Date: January 14, 2026

Time: 11:30 a.m.

Location: Blue Mound Tower

Members Present:

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

Members Absent:

I. Call 2026 5-Year Agency Plan Hearing to Order

Chair Verbrugge called the Annual Agency Plan Hearing to order at 11:30 a.m.

- The HRA Plan was reviewed.
- With no members of the public attending and no questions or comments, Chair Verbrugge closed the hearing at 11:35 am.

With no comments, questions or additions to the plan, Chair Verbrugge closed the hearing at 11:35 a.m.

II. Call to Order:

Chair Verbrugge called the regular January meeting to order at 11:35 a.m.

III. Approval of Minutes

Motion by Schneekloth, seconded by Wratz, to approve the minutes of the December 10, 2025, meeting. Motion carried unanimously.

IV. Financial Reports

Motion by Wratz, seconded by DeBates, to approve the December 2025 financial reports.

Motion carried unanimously.

V. Resolution 491-2026 Adoption of 2026 5-Year Agency Plan

Motion by Schneekloth, second by Wratz to approve the 5-Year Agency Plan for the HRA of Luverne. Motion carried unanimously.

IV. Old Business

A. Construction Project Update

- **507 Vacant Due to Mod Status:** Apartment 507, an accessible unit, was set aside for residents displaced during construction. HUD will not approve an extension to this unit.
- **Updated Documents have been uploaded into MN Housing's portal.**
- **Closing Date:** MN Housing is optimistic our file will move to closing early February. Closing could take 2 weeks or 2 months.

B. Water Softener Replacement: Completed January 6, 2026.

V. New Business

A. 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.

B. 2026 H.S.A. Contribution

After discussion, DeBates moved to increase the annual employee H.S.A. contribution to \$800. Second by Schneekloth. Carried unanimously.

B. Water Softener

Water Softener Replacement: Completed January 6, 2026.

C. Annual Budget

Requested information has been submitted to fee accountants, Loucks and Schwarts. The 2027 0331 YE budget should be ready for approval at the February 2026 HRA board meeting.

D. Annual POHP Compliance Reporting has been submitted.

VI. Reports

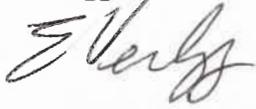
- Project Performance Reports for December 2025 were reviewed.
- Recertification and Activity Reports for December 2025 were reviewed.

VII. Adjournment

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

Respectfully submitted,

Evan Verbrugge, Board Chair

Handwritten signature of Evan Verbrugge in cursive script.

Susan Schneekloth, Secretary

Handwritten signature of Susan Schneekloth in cursive script.