



CITY OF MARSHALL
HOUSING AND REDEVELOPMENT AUTHORITY MEETING
A G E N D A
Tuesday, September 10, 2019 at 7:30 PM
Professional Development Room - Marshall Middle School, 401 South
Saratoga Street

CALL TO ORDER

APPROVAL OF MINUTES

1. Consider approval of the minutes from the special meeting held on June 25, 2019.

PUBLIC HEARING

NEW BUSINESS

ADJOURN TO CLOSED SESSION

2. Closed session pursuant to Minn. Stat. §13D.05 subd. 3(b)(3). Meeting may be closed to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

Authorization to close meeting to consider offer for the purchase of real property. Consider purchase of Helena Chemical property on west Highway 19, Marshall, Minnesota.

ADJOURN



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, September 10, 2019
Category:	APPROVAL OF MINUTES
Type:	ACTION
Subject:	Consider approval of the minutes from the special meeting held on June 25, 2019.
Background Information:	Staff encourages HRA Members to provide any suggested corrections to the minutes in writing to City Clerk, Kyle Box, prior to the meeting. We then could potentially incorporate proposed amended minutes at the meeting.
Fiscal Impact:	
Alternative/ Variations:	
Recommendations:	that the minutes of the special meeting held on June 25, 2019 be approved as filed with each member and that the reading of the same be waived.

**CITY OF MARSHALL
HOUSING AND REDEVELOPMENT AUTHORITY MEETING
M I N U T E S
Tuesday, June 25, 2019**

The special meeting of the Housing and Redevelopment Authority was held on June 25, 2019 in the Professional Development Room at the Marshall Middle School, 401 South Saratoga Street. The meeting was called to order at 5:15 P.M. by Chairman Robert Byrnes. In addition to Byrnes the following members were present: Craig Schafer, Steven Meister, John DeCramer and Russ Labat. Absent: Glenn Bayerkohler and James Lozinski. Staff present included: Sharon Hanson, Executive Director; Dennis Simpson, City Attorney; Annette Storm, Director of Administrative Services and Kyle Box, City Clerk.

Consider approval of the minutes from the special meeting held on April 23, 2019.

Motion made by Board Member Decramer, Seconded by Board Member Labat that the minutes of the special meeting held on April 23, 2019 be approved as filed with each member and that the reading of the same be waived. Voting Yea: Chairman Byrnes, Board Member Schafer, Board Member Meister, Board Member Decramer, Board Member Labat. The motion **Carried. 5-0**

Commerce Industrial Park Second Addition Option Contract to MMU.

On September 26, 2017, the HRA granted a 50-year exclusive option to MMU for the perspective future development of water treatment facility. Option contract has been approved and has been signed by HRA and MMU. That option contract however was never filed of record but has been held at MMU.

The recent re-platting of the Commerce Industrial Park has changed the legal description of the property subject to the option contract with MMU. Therefore, I believe it is necessary to have an amended option contract put together correctly describing the re-platted property subject to the exclusive option contract. An amended option contract indicating that the property subject to the option has been re-platting and is described as Lot 2 in Block 7, Commerce Industrial Park Second Addition. The presently re-platted property as described as Lot 2, Block 7 is the same property that was previously described as Lot 2 and a portion of Lot 1 in Block 4 of Commerce Industrial Park Addition. Recommending approval of the amended option contract with the further recommendation that amended option contract be filed of record.

Motion made by Board Member Meister, Seconded by Board Member Decramer to approve proper officials to execute Amended Option Contract to MMU regarding real estate located in Commerce Industrial Park Second Addition. Voting Yea: Chairman Byrnes, Board Member Schafer, Board Member Meister, Board Member Decramer, Board Member Labat. The motion **Carried. 5-0**

Adjourn Meeting

At 5:19 P.M., Motion made by Board Member Schafer, Seconded by Board Member Meister to adjourn. Voting Yea: Chairman Byrnes, Board Member Schafer, Board Member Meister, Board Member Decramer, Board Member Labat. The motion **Carried. 5-0**

Robert J. Byrnes
Chairman

ATTEST:

Sharon Hanson
Item 1. Director



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, September 10, 2019
Category:	NEW BUSINESS
Type:	ACTION
Subject:	<p>Closed session pursuant to Minn. Stat. §13D.05 subd. 3(b)(3). Meeting may be closed to develop or consider offers or counteroffers for the purchase or sale of real or personal property.</p> <p>Authorization to close meeting to consider offer for the purchase of real property. Consider purchase of Helena Chemical property on west Highway 19, Marshall, Minnesota.</p>
Background Information:	<p>City Attorney is requesting and recommending that HRA convene in closed session to consider an offer to purchase Helena property located on West Highway 19. Minnesota Statutes §13D.05 subd. 3(b)(3) authorizes public meeting to be closed to develop or consider offers or counteroffers for the purchase of sale of real or personal property. HRA to discuss terms and conditions of proposed purchase agreement regarding said property.</p> <p>“Before holding a closed meeting under Minnesota Statutes §13D.05, the public body must identify on the record the particular real or personal property that is subject of the closed meeting. The proceedings of a meeting closed under this paragraph must be tape-recorded at the expense of the public body. The recording must be preserved for 8 years after the date of the meeting and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the governing body has abandoned the purchase or sale. The real or personal property that is subject to the closed meeting must be specifically identified on the tape. A list of members and all other persons present at the closed meeting must be made available to the public after the closed meeting.”</p> <p>City Attorney to provide specific information to HRA members at the closed session.</p>
Fiscal Impact:	The proposed purchase of property to be discussed in closed session.
Alternative/ Variations:	No alternative action recommended.
Recommendations:	That the HRA proceed in closed session to consider offer for the purchase of Helena property.