

## **Minutes**

**Wednesday, November 19, 2025**

**10 a.m.**

**Safe Home 320 W. 3<sup>rd</sup> St**

Commissioners Present: Gerald Beninga, Cole Robbins, and Tyler Klatt. Also present were: Tom Greco, Joy West, Lori Montis, and Shannon Hemenway

- I. Approval of Agenda  
Motion by Klatt, seconded by Beninga to approve the agenda.  
Unanimous Vote to Approve.
- II. Public input for items not on the agenda  
There was no public input
- III. Minutes
  - a. August 20, 2025 HRC meeting  
Motion by Klatt, seconded by Beninga to approve the August 20, 2025, minutes.  
Unanimous Vote to Approve.
- IV. Bills and Communications
  - a. MC HRC Account Balance as of 10/31/2025: \$25,267.65
  - b. Financial Report (07-25; 08-25; 09-25)  
Tom Greco provided a brief review of the reports, indicating that capital expenses during the period included payments for the replacement of an A/C unit in room 206 and installation of flooring on the first floor.  
Motion by Beninga, seconded by Klatt, to accept the Financial Reports.  
Unanimous Vote to Approve
- V. Old Business
  - a. Commission Member Update  
Tom Greco reviewed the Commission's appointment process. The vacancy to be filled by Carol Twedt's end of term is expected to occur within the next month.
- VI. New Business
  - a. Approval of 2026 Safe Home Budget  
Tom Greco provided a review of the 2026 Budget. The budget is generally unchanged from 2025 except for inflationary adjustments and capital improvement costs. The most significant capital improvement planned for 2026 is landscaping on the north side of the building to better manage runoff/ drainage.  
Motion by Klatt, seconded by Beninga to approve the 2026 Budget.  
Unanimous Vote to Approve.
  - b. Approval of 2026 Meeting Dates (Proposed at bottom of Agenda)  
Motion by Klatt, seconded by Beninga, to approve the 2026 Meeting Dates.  
Unanimous Vote to Approve.

- c. Briefing on Minnesota Ave Phase II Construction – Impacts to Safe Home  
Tom Greco reviewed the City’s plans for Minnesota Ave. Phase II construction. Regarding Safe Home, the City has acquired a temporary construction easement on a portion of the property running along Minnesota Ave. Impacts to property outside the right of way are generally minimal. This includes the planting of trees and removal of the drainage trough on the southwest side of the facility.
- d. Refresher on Open Meetings Laws  
Pursuant to SDCL 1-25-13, Tom Greco provided for a review of open meetings laws. This included furnishing copies of the Attorney General’s explanation of open meeting laws as well as an accompanying PowerPoint presentation, also prepared by the AG’s office. Greco also highlighted key provisions found in the materials.

VII. Adjourn

Motion by Klatt, seconded by Beninga, to adjourn at 10:30 a.m.

Unanimous Vote to Adjourn.