

Manufactured Housing TAG

Meeting Notes

Date: Wednesday, October 29, 2025

Meeting Location: DLI Washington Room/WebEx Event

Call to order:

Greg Metz

Attendance:

TAG Members attending: Greg Metz (DLI), Krystina Nickila (DLI), Dustin Brakemeier, Mark Brunner, Mike Schrader, Trevor Nelson, Michelle Carlson, Shawna Tomenes

Guests attending: Josiah Moore (DLI), Amanda Spuckler (DLI), Makenzie Johnson (DLI), Matt Spellman, Paul Eger, Scott Wheeler (DLI), Jason Kelzer (DLI), Phil Johnson

1. TAG members reviewed a draft Notice of Compliance Form – Sales. TAG members discussed whether corrections/repairs must be made prior to the sale and the feasibility of a purchaser paying for repairs prior to the completion of the sale. The sales form will be sent to DLI.
2. TAG members reviewed Notice of Compliance Form – Rentals. The form does not have a correction section because corrections must be made prior to the occupation of the rental. The final paragraph will be revised to better reflect the statutory language. This form is to be given to the renter, and the form will be updated to include that requirement.
3. TAG members reviewed the Notice of Compliance Form – Rental (Observable). The signature of renter will be removed because it is the responsibility of the owner to verify the habitability of the unit. The form will be reviewed for conflicts with Minnesota Statutes, chapters 327C and 504B. The terminology used for labels will be revised. TAG members expressed concerns that the form may be redundant of local requirements, but there are jurisdictions that lack rental licensing and property maintenance ordinances. TAG members discussed that item 8 may be vague, item 33 should also address ceilings, and skirting should be addressed as a separate item.

Next Meeting:

Date: November 19, 2025

Time: 1:00 PM

Location: DLI Washington Room

Meeting Adjourned: 3:00 PM

Prepared by: Greg Metz