



**CLOQUET/CARLTON HOUSING &
REDEVELOPMENT AUTHORITY**
950 14th Street - Cloquet, MN 55720

**Cloquet Housing & Redevelopment Authority
Commissioners Meeting
Minutes of January 9, 2018**

Roll Call: Barkos, Collier, Dunaiski, Harris, Slater & Executive Director Shaff

1. Welcome and Introductions:

The meeting was called to order by Dunaiski at 7:37 AM.

2. Approval of Minutes:

A motion to approve the minutes of December 9, 2017 was made by Harris and seconded by Barkos. Motion carried.

3. Public Housing/Section 8 Voucher Update:

- a. Two Public Housing applications were received in December. There are 68 applications on file – 54 with a Carlton County preference. Four recertifications were completed and no interim recertifications. There were no move outs.

The HCV/Section 8 Program received no applications in December. There are 127 applications on file – 105 with Carlton County preference. During this time period eight annual recertification's were completed and seven interim recertification's. Twelve inspections were completed. There are currently 105 vouchers in use. There are eleven Bridges certificates in use.

- 4. Resident Board Member: - Harris reported that it has been a very busy but wonderful month. Residents have gone caroling in the building, and had a New Year's Eve party. In January bingo, a chili feed and birthday party are planned**

- 5. Executive Director: Shaff reported that a No Trespassing/Warning was issued to a tenant's son and his girlfriend. A verbal warning was also given to another tenant regarding his son. Shaff discussed the Section 8/HCV program. The waiting list opened January 2, and the number of applications has increased. A careful eye is being kept on HAP and Admin fees. Shaff asked the board to move the February meeting date from February 13 to February 20 to accommodate her vacation. The board agreed.**

Shaff discussed the Carlton County PHHS Survey and Community Café she participated in in December. Housing was identified as the third priority. The meeting was very interesting and informative and the County will use this information and data to determine their priorities. Shaff discussed the Small Cities Development Program that just ended in Cloquet. Lakes and Pines reported at the January ECHO meeting that the project did not meet its objectives in Cloquet.

6. Approval of Financial Report:

A motion to approve the December financial reports: PH Checks #12684-12707, HCV Checks #6027-6082, Bridges Checks #10169-10179 was made by Slater and seconded by Barkos. Motion Carried.

7. Old Business:

- a. **Ross Service Grant – Shaff reported that the grant should have been announced on December 23, 2017. An announcement has not been made.**
- b. **Shaff reported that Commonwealth Companies is now seeking bids from sub-contractors for White Pine Apartments. It appears that Bakken Construction from North Dakota will be awarded as the general contractor. Neither of the applications submitted to the Des Moines and Philadelphia FHLB were awarded funding. An application will be submitted to MHFA for second round of tax-credits at the end of January.**
- c. **An application was submitted to MHFA for 2017 POHP Funds. Capital funds were requested to replace apartment lighting with LED lighting, restore outside entrances for the three two bedroom units, install ARC fault breakers in each unit, replace stair case doors.**
- d. **The (PIT) Point in Time Count will be held on January 26, 2018. Training will be provided at 8:00 am and groups will go out into designated areas in the County seeking encampments. Neighbor to Neighbor events will be held during the week at HDC in Cloquet, Bethesda Lutheran Church in Carlton and in Moose Lake at Hope Lutheran church.**
- e. **The request to HUD to remove unit 124 has not been approved. The Field Office has suggested that the housing authority consider space at the City or County, or rent a storage unit or consider going paperless. A motion was made by Barkos and seconded by Slater to leave the unit vacant until a decision is made by HUD. Motion Carried.**

8. New Business

The Physical Needs Assessment that was completed in 2014 needs to be updated. TKDA has provided a cost estimate at \$25,000. Not actions were taken.

9. Adjournment

A motion to adjourn was made by Slater and seconded by Barkos at 8:35 am.

Chad Dunaiski, Chairman

Date

Cindy Slater, Secretary

Date