



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

Cloquet Housing & Redevelopment Authority
Commissioners Meeting
Minutes of June 13, 2017

Roll Call: Dunaiski, Fredrickson, Harris, Slater & Executive Director Shaff

1. Welcome and Introductions:

The meeting was called to order by Dunaiski at 7:34 AM.

2. Approval of Minutes:

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

3. Public Housing/Section 8 Voucher Update:

No report provided.

4. Resident Board Member: - Harris reported that the residents served lunch to the Cloquet police and fire departments at the law enforcement center. Residents prepared and delivered sloppy joes, chips and bars

- 5. Executive Director: Shaff reported that the HRA has two Certificates of Deposit that mature this month. Members Cooperative Credit Union is offering the best interest rates. Shaff will reinvest them at Members on the 21st of this month.**
- Shaff is currently working on the Energy and Construction Rebates that were generated by the recent capital improvements completed in the buildings. Projected rebate \$15,000.**
- Shaff reported on the Smokers meeting that was held. Six smokers and one non-smoker attended. They suggested that tenants be fined \$50 each time it is reported that they are smoking in their apartment. Another recommendation was to do a wellness check when it is reported that someone is smoking in their unit –“Where there’s smoke there’s fire” and we want to make sure that they are safe and not on fire.**
- Shaff reported that the old landscaping in front of the building will be removed, new landscaping cloth will be laid and new perennial bushes installed. Funds are allocated in the 2016/17 and 2017/18 budget.**
- Shaff thanked the board for their continued support and indicated that she had attended the spring NAHRO conference held in Brainerd. The conference is always educational, informative, enlightening and a healthy respite.**

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6. Approval of Financial Report:

A motion to approve the May Public Housing, Section 8 and Bridges financial reports was made by Slater and seconded by Fredrickson. Motion Carried.

7. Old Business:

White Pine Apartments

- a. 1. Shaff reported that Minnesota Housing has awarded White Pine Apartments an additional \$900,000 to fill the gap created by the diminishing value of LIHTC.
2. Shaff also discussed that pre-bids came in 1.2 million over budget. Developer feels that this is in part due to the prevailing wage requirement and potentially the time of year the bid was let. Shaff is working with Commonwealth to break down those bids and discussing alternative cost saving measures.
- b. Chris Simmons, the Custodian at Woodland Pines has agreed to replace the floor in the smoke shack. His cost is \$20. Per hour. The Cloquet HRA will provide the material and Ted F. will assist him.
- c. Shaff reported that she did not post the 2005 MTD Yard Machine on Craig's List. Ted could not get it started and decided that he would like to keep it in service here at Aspen Arms.

8. New Business

- a. A motion was made by Slater and seconded by Harris to approve the 2017/18 budget. Approved by Resolution #17-06-286.
- b. A motion was made by Slater and seconded by Frederickson to approve the Bridges award of \$139,000 for 24 months. Approved by Resolution#17-06-279.
- c. A Homeless Veterans Declaration meeting will be held at Aspen Arms on June 28th and hosted by Cindy Slater. The United States Council on Homelessness is asking every state to sign off on a declaration indicating that they have the tools and mechanisms in place to immediately meet the needs of homeless veterans in each county. The purpose of the meeting is to review the criteria, benchmarks and specifications.
- d. Shaff discussed a proposed Repayment Agreement. Clients that are required to enter into a repayment agreement will be provided up to 12 months to repay the HRA the amount due. Their housing will be denied if they miss two consecutive payments and the amount due will be turned over to the State revenue recapture. A motion to approve was made by Fredrickson and seconded by Harris. Motion carried.
- e. Shaff discussed the Section 8 purge letter that was completed last month. The length of the waiting list dropped, but it still has over 170 names on it. Shaff recommended that the waiting list remain closed until the end of the year and reviewed again in December.
- f. Shaff reviewed the Section 8 Payment Standards. No changes are being recommended at this time. Payment Standards should be reviewed again in December
- g. Shaff reviewed Utility Allowances. No changes are being recommended at this time.
- h. Shaff reported that she had received two proposals for painting the exterior of Aspen Arms. The low bid was from Swanson Youngdale for \$31,874. Swanson Youngdale will be awarded the contract. The colors will have to be determined.

Adjournment

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

Chad Dunaiki, Chairman

Date

Cindy Slater, Secretary

Date