



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

Cloquet Housing & Redevelopment Authority  
Commissioners Meeting  
Minutes of August 8, 2017

**Roll Call:** Barkos, Collier, Dunaiski, Harris, Slater & Executive Director Shaff – Neal Lahti - Tenant

**1. Welcome and Introductions:**

The meeting was called to order by Dunaiski at 7:47 AM.

**2. Approval of Minutes:**

A motion to approve the minutes of July 11, 2017 was made by Slater and seconded by Collier. Motion carried.

**3. Public Housing/Section 8 Voucher Update:**

- a. Six Public Housing applications were received in July. There are 75 applications on file – 43 with a Carlton County preference. Five recertifications were completed and no interim recertifications. No interviews were completed and one apartment was leased up. There were no move outs.

The HCV/Section 8 Program received no applications in July. There are 175 applications on file – 154 with Carlton County preference. During this time period 19 annual recertification's were completed and three interim recertification's. Twenty-five inspections were completed. There are currently 109 vouchers in use. There are eleven Bridges certificates in use.

**4. Resident Board Member:** - No report was provided.

- 5. Executive Director:** Shaff reported that a Labor Audit will be conducted by HUD on August 21-23, 2017. A REAC Inspection was completed on August 7, 2017. There were two findings of significance a knock-out in the top of an electric panel and a door knob installed backwards on a bedroom door. Shaff reported that she was moving a CD from Frandsen Bank to Members Cooperative Credit Union. The interest rate offered at Member's Cooperative Credit Union was significantly better.

**6. Approval of Financial Report:**

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

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**7. Old Business:**

- a. The NE Continuum of Care at their August meeting held in Eveleth voted in favor of supporting the Homeless Veterans Declaration that certifies that all homeless veterans have been identified and that there is a plan in place to house and provides supportive services to them in a reasonable amount of time – less than 90 days.**
- b. Shaff reported that three members of the Commonwealth Companies team would be joining the meeting following the adjournment of the board meeting to further to discuss White Pine Apartments.**
- c. The depreciation resolution made in May needs to be signed.**
- d. A motion to accept the 2017 Capital Funds - \$80,482 was made by Slater and seconded by Collier. Motion carried. Resolution number 17-08-288.**
- e. Annual inspections were completed by Ted and Cindy in July. There was nothing unusual that was uncovered and Ted was able to correct prior to the REAC inspection.**

**8. New Business**

- a. The annual Section Eight Management Assessment Plan (SEMAP) was reviewed. A motion to approve the report as prepared was made by Barkos and seconded by Slater. Motion Carried. Resolution # 17-08-289.**

**Adjournment**

**A motion to adjourn was made by Slater and seconded by Harris at 8:37 am.**

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**Chad Dunaiski, Chairman**

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**Date**

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**Cindy Slater, Secretary**

\_\_\_\_\_  
**Date**