



## **CLOQUET/CARLTON HOUSING & REDEVELOPMENT AUTHORITY**

950 14<sup>th</sup> Street - Cloquet, MN 55720

Cloquet Housing & Redevelopment Authority  
Commissioners Meeting  
Minutes of March 8, 2016

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

1. **Welcome and Introductions:**

Meeting was called to order by Dunaiski at 7:40 AM.

2. **Approval of Minutes:**

A motion to approve the minutes of the February 16, 2016 meeting was made by Slater and seconded by Harris. Motion Carried.

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

Two Public Housing Applications were received between February 1 and February 29, 2016. There are 31 applications on file. There are 27 applications with Carlton County one bedroom preference and four with Carlton County two bedroom preference. There are four vacant units. Five recertification's were completed and one interim recertification.

The HCV/Section 8 Program received 26 applications during this same time period. There are 203 applications on file - 178 with Carlton County Preference. Twelve recertifications were completed. Four interim recertifications and 15 inspections were completed. There are currently 119 vouchers in use.

4. **Resident Board Member:** Harris – Reported that the residents would like an awning (cantilever) over the front entrance if possible in the future. The residents have reserved a bus to attend another performance at the Encore Theatre. Residents are smoking in the rear of the building near the exit door. Resident's most popular question is "when is the elevator going down?"

5. **Executive Director:**

- a. Shaff reported a briefing was held for the Bridges program. Eight clients received a certificate. No one has leased up yet.
- b. Shaff discussed increased turnover in the building and the efforts that are being made to lease those units up as quickly as possible.
- c. The Housing Authority's web-site is now up. Check it out at [cloquetcarltonhra.org](http://cloquetcarltonhra.org)

6. **Approval of Financial Report:**

A motion was made by Slater and seconded by Harris to approve payment of Public Housing February Checks #11860-11892 and HCV/Section 8 Checks #3643-3709. Motion Carried.

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**7. Old Business**

**a. Housing Institute**

Interviews will be held on March 14<sup>th</sup> with two developers. Potential questions were reviewed and the decision making process was discussed. The interview panel will make a recommendation to the Institute Team who will carry it to the board for approval at a special board meeting.

**b. POHP – Shaff reported that she contacts the architect every Monday to learn what progress has been made. At this time there is a delay on the bid on the fire alarm panel. We are getting close.**

**8. New Business**

The Cloquet Housing Authority will receive \$71,971 in 2016 Capital Funds. These funds will be used in part to fund smoke detectors, ceiling tiles, dryer vents, bathroom exhaust fans, laundry sink, fire alarm panels.

A motion to adjourn was made by Harris and seconded by Slater at 8:50 am.

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Chad Dunaiski, Chairman

\_\_\_\_\_  
Date

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Cindy Slater, Secretary

\_\_\_\_\_  
Date