



CLOQUET/CARLTON HOUSING & REDEVELOPMENT AUTHORITY

950 14th Street - Cloquet, MN 55720

Cloquet Housing & Redevelopment Authority
Commissioners Meeting
Minutes of October 11, 2016

Roll Call: Barkos, Fredrickson, Slater & Executive Director Shaff

1. Welcome and Introductions:

Meeting was called to order by Slater at 7:37 AM.

2. Approval of Minutes:

The minutes of September 13, 2016 were not approved – no quorum.

3. Public Housing/Section 8 Voucher Update:

Two Public Housing applications were received in September. There are 36 applications on file – 17 with a Carlton County preference. Three recertifications were completed and 1 interim recertification. There were no apartments leased up and there were two move outs.

The HCV/Section 8 Program received 21 applications in September. There are 213 applications on file - 188 with Carlton County preference. During this time period 12 annual recertifications were completed and nine interim recertifications. Eighteen inspections were completed. There are currently 115 vouchers in use. There are nine Bridges certificates in use and four Bridges certificates outstanding.

4. Resident Board Member: Harris – Not present

5. Executive Director:

- a. Shaff reported that she had received a letter from a neighbor who stated that she thought that the housing authority should build a heated building for the tenants that smoke and not make them stand on the corner. She also asked that the light that shines on the American Flag in the front of the building be removed because it disturbs her eyesight when she turns onto 14th Street.

6. Approval of Financial Report:

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

7. Old Business:

- a. Shaff reported on the progress PHOP capital improvements. The boilers have arrived and are in the process of being installed. As a result of the delays Shaff purchased 40 small electric heaters and provided them to the tenants that thought they might get cold before the heat comes on. One of the previously installed water tanks is not working and a water pump had to be replaced as well. The elevator will be working by October 14th. There is no more information available about the vapor barrier on the third floor.

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b. The proposed new Animal (Pet) policy was discussed. A motion to approve the policy was made by Slater and seconded by Barkos. Motion carried.

8. New Business

- a. Announcements pertaining to the financing of White Pine Apartments will be made on October 19th. Shaff reported that she had been asked to make a presentation at a Housing Institute meeting and the feedback she received was very positive.
- b. The payment of Medicare versus health insurance was discussed. This would save the employee money and would also save the housing authority money. A motion was made by Barkos and seconded by Slater to approve this request. (This action was later determined to be illegal and will not be provided to the employee).
- c. The Housing Authority's annual audit was completed a month early this year. There were no findings and income above expenses of \$12,410.

A motion to adjourn was made by Frederickson and seconded by Barkos at 8:45am.

Chad Dunaiski, Chairman

Date

Cindy Slater, Secretary

Date