



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

**Cloquet Housing & Redevelopment Authority  
Commissioners Meeting  
Minutes of May 19, 2015**

**Roll Call: Dunaiski, Harris, Raun, Slater, Tribby & 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 April 14, 2015 meeting was made by Slater and seconded by Harris. Motion Carried.

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

Three Public Housing Applications were received between April 1 and April 30, 2015. There are 44 applications on file. There are 34 applications with Carlton County one bedroom preference and four with Carlton County two bedroom preference. There are no vacant units. Eight recertifications were completed and one interim recertification.

The HCV/Section 8 program received 12 applications during this same time period. There are 126 applications on file. Four recertifications were completed. Nine interim recertifications and eight inspections were completed. There are currently 126 vouchers in use.

**4. Resident Board Member: Harris reported that the Cloquet Fire Department will present a workshop on Fire Safety on Thursday – May 28<sup>th</sup> in the Fireside Room.**

**5. Executive Director:**

**6. Approval of Financial Report: A motion was made by Harris and seconded by Slater to approve payment of Public Housing March Checks #11500-11539 and HCV/Section 8 Checks #2981-3051. Motion Carried.**

**7. Old Business**

a. Shaff reported that the team was visiting the Beacon Hill project in Grand Rapids. The Grand Rapids team had participated in the Housing Institute program two years ago and has since developed their scope of work, secured state financing, purchased land and will break ground in July for a 48 unit supportive housing complex.

**8. New Business**

a. Shaff discussed the Human Development Center project. She is working with Leah Hall, a developer with AEOA to determine the action steps needed to potentially transfer the ownership of the property. Shaff has asked HDC to provide a spread sheet outlining the annual expenses incurred operating the property.

- b. **Cindy F -- the Office Manager is looking forward to retiring in the next 12 months. She would like to continue three days a week (21 hours). Shaff requested that a office assistant be hired 14 hours a week to supplement the number of support staff hours. A motion was made by Slater and seconded by Harris. Motion Carried.**
- c. **MN Housing Finance Agency requires that a borrowing resolution be placed on file in order to accept the POHP award. A motion to approve the POHP Borrowing Resolution was made by Slater and seconded by Tribby.**

**A motion to adjourn was made by Harris and seconded by Slater at 8:21 am.**

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**Chad Dunaiski, Chairman**

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

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**Cindy Slater, Secretary**

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