



CLOQUET/CARLTON HOUSING & REDEVELOPMENT AUTHORITY

950 14th Street - Cloquet, MN 55720

Cloquet Housing & Redevelopment Authority
Commissioners Meeting
Minutes of July 9, 2019

Roll Call: Bjorklund, Dunaiski, Randall, Slater, and Executive Director Shaff. Residents – Linda Johnson and Mary Birnstihl.

1. Welcome and Introductions:

The meeting was called to order by Chairman Slater at 7:38 AM.

2. Approval of Minutes:

A motion to approve the minutes of June 11, 2019 was made by Randall and seconded by Bjorklund. Motion carried.

A motion to approve the minutes of the June 25, 2019 special meeting was made by Dunaiski and seconded by Randall. Motion Carried.

3. Linda Johnson and Mary Birnstihl expressed their concerns about the light post on the east side of the building that is not working and has not worked for quite a while. Shaff explained that the line was damaged by the construction at White Pine Apartments and will be repaired when the project begins landscaping.

Snow removal is another concern. Snow was not removed consistently. One person fell on the ice. Residents that use power chairs or walkers were not able to move in the snow. Johnson and Birnstihl stated that they thought it was unreasonable to expect residents to remove snow from around their vehicles. Shaff stated that RFP's would be released in August for the snow plowing in the parking lots. Slater suggested that Tim Balow be contacted regarding sidewalk snow removal in the evening and weekends.

4. Public Housing/Section 8 Voucher Update:

a. There are a total of 100 applications on file as of June 30, 2019. Sixty-nine have a Carlton County preference. Eight Public Housing applications were received in June. There were no notices of intent to vacate. There were four units leased-up. Five recertification's were completed and three interim recertifications. There was one move out. There is one vacant unit.

b. There are 231 applications on file – 157 with Carlton County preference. During this time one interim recertification was completed and nine annual recertifications. Ten inspections were completed. There were 107 active vouchers in June. There are eleven Bridges certificates in use.

5. Resident Board Member: Harris reported that a tenant had reported that there has been drinking going on in the smoke shack.

6. Executive Director:

A1. Shaff reported that a private tour has been tentatively scheduled for the week of July 22, 2019 for board members and members of the city administration.

Shaff also reported that Bryan Besch, Office of Investigator General stopped by the office. The OIG is interested in prosecuting the Section 8/HCV client that misused HAP funds. (Housing Assistance Funds).

7. Approval of Financial Report: A motion to approve the June PH Checks #13305-13333 HCV Checks #7074-7131 and Bridges Checks #10348-10357 was made by Bjorklund and seconded by Harris. Motion Carried.

8. Unfinished Business:

- a. Shaff discussed the use of 2017-20 Capital Funds. Proposals from venders are currently being sought for new interior doors, elevator cab, common area furnishings. Riihilouma construction has been asked to provide a cost estimate to replace the siding on the building.**
- b. Shaff discussed the MN Nahro grant application that is available to potentially hire a consultant to examine the pros and cons of "Repositioning". Shaff suggested that the HRA wait to consider repositioning until after the fall MN NAHRO annual meeting that will be held in Duluth in September.**
- c. Shaff reported that the one of the CD's that was matured in July had been rolled over. The other CD was moved into a Money Market account. These funds could then be accessed to complete capital improvements that are not included in the 5 year Capital Plan.**

9. New Business:

- a. Shaff explained that the Housing Opportunity Through Modernization Act of 2016 (HOTMA) imposes an income limit on public housing residents. The law applies to families whose income has exceeded 120 percent of the area median income (AMI) for two consecutive years. PHAs must either terminate the tenancies of such families within six months of the second income determination or must charge the family a monthly rent equal to the greater of (1) the applicable fair market rent, or (2) the amount of monthly subsidy for the unit including amounts from the operating and capital fund, as determined by regulations. There are new guidelines regarding residents that are over income. Residents that have incomes that are greater than 120% of CMI must be provided notice that they are over income at their annual recertification. Residents whose incomes remain at this level at the time of their next recertification will not have their lease renewed. PHAs must revise their admissions and continued occupancy policies (ACOPs) to comply with today's notice.**
- b. Shaff presented a S8/HCV Portability Policy that the HUD Field Office requested be included in the S8/HCV Admissions Policy. A motion to approve the policy was made by Bjorklund and seconded by Dunaiski. Motion Carried.**
- c. Shaff presented a backpack that Bakken Construction had given her. It has a value greater than \$10. Acceptance of the backpack is in violation of the HRA's procurement policy. A motion to allow Shaff to keep the bag was made by Harris and seconded by Randall. Motion Carried.**

Adjournment

A motion to adjourn was made by Bjorklund and seconded by at 8:56 am.

Cynthia Slater, Chair

Date

Kathy Randall, Secretary

Date