



CLOQUET/CARLTON HOUSING & REDEVELOPMENT AUTHORITY

950 14th Street - Cloquet, MN 55720

Cloquet Housing & Redevelopment Authority
Commissioners Meeting
Minutes of November 17, 2020

Roll Call: Bjorklund, Carlson, Dunaiski, Slater, and Executive Director Shaff. Absent: Harris

1. **Welcome and Introductions:**

The meeting was called to order by Chairman Slater at 7:37 AM.

2. **Approval of Minutes:**

A motion to approve the minutes of October 12, 2020 was made by Bjorklund and seconded by Dunaiski. Motion Carried.

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

- a. As of October 31st there were a total of 63 public housing applications on file; forty-nine have a Carlton County preference. Four public housing applications were received. There were two notices of intent to vacate. There were two units leased-up. Eight annual recertification's were completed and one interim recertification. There were two move outs. There are two vacant units.
- b. There are 122 Section 8/HCV applications on file. Sixty nine have a Carlton County preference. Four interim recertification's were completed and 12 annual recertification's. No inspections were completed (Covid-19). There are 97 vouchers in use. There was one Bridges applications received and thirteen applications on file. There are five Bridges certificates in use.

4. **Resident Board Member: Absent**

5. **ED Report:**

Shaff reported that two residents continue to sanitize the building three times each day. The cost to the housing authority is spending approximately \$700 each month and is on target spending its CARES funding.

Sections of the second floor were professionally cleaned as a result on an accident involving human feces.

Two proposals were received to replace the tile flooring in the laundry room. A vinyl was selected. Shaff recommended that the award got to Cloquet Interiors. The proposal \$2,628 - although 21% higher had greater detail and was more responsive.

The siding on the back of the building has been repaired or replaced. The front and flashing on the roof has not yet been completed. The contractor had difficulty repairing it because of the condition of the siding - deteriorated and crumbling. All of the siding that has been in storage for the past thirty years was used to replace siding that could not be repaired.

6. **Approval of October Financial Reports:** A motion to approve the October PH Checks # 13871-13911, HCV Checks # 8018-8070, Bridges Checks # 10480-10484 and Management Fee Checks # 5012 was made by Carlson and seconded by Dunaiski. Motion Carried.

7. **Unfinished Business:**

a. The Landlord Incentive Program was discussed. There have been two responses. The first was from a landlord that is angry at the City of Cloquet because of the Project Labor Agreement. His reply was not kind – this landlord has previously stated that he would never rent to a tenant that has a subsidy. Unfortunately, he controls approximately 25% of the available multi-family housing in Cloquet. The second, from a landlord that offered to evict his tenants and then re-rent their units to them in order to qualify for the incentive.

8. **New Business:**

a. A motion to approve the Foster Youth to Independence Vouchers that MN Housing is promoting on behalf of HUD was made by Carlson and seconded by Bjorklund. The voucher is similar to a Section 8/HCV voucher and is available to youth 16-24 aging out of the foster system. The program offers advocacy provided by Lutheran Social Services and is different from other vouchers because the housing authority applies for them as needed. Motion Carried.

b. Approval of the Section 8/HCV Admin Plan was tabled to a future meeting.

c. A motion to approve the 2021 Fair Market Rent (FMR) for Section 8/HCV was made by Carlson and seconded by Dunaiski. Motion Carried.

d. Shaff reviewed the two proposals that were received to up-date the buildings security cameras. No recommendation was made. Shaff stated that replacing the generator was a larger priority and should be considered first. Generator replacement proposals will be sought in 2021.

9. **Adjournment**

A motion to adjourn was made by Carlson and seconded by Dunaiski. Motion Carried.

Cynthia Slater, Chair

Date

Brenda Carlson, Secretary

Date