



CLOQUET/CARLTON HOUSING & REDEVELOPMENT AUTHORITY

950 14th Street - Cloquet, MN 55720

Cloquet Housing & Redevelopment Authority
Commissioners Meeting
Minutes of April 26, 2022***Meeting was held virtually**

Roll Call: Commissioners: Bjorklund, Dunaiski, Slater, Executive Director Shaff.

1. Welcome and Introductions:

The meeting was called to order by Chairman Slater at 7:36 AM.

2. Approval of Minutes:

A motion to approve the minutes of March 8, 2022 was made by Bjorklund and seconded by Dunaiski. Motion Carried.

3. Public Housing/Section 8 Voucher Update:

- a. As of April 30, 2022, there were a total of 213 public housing applications on file. 171 have Carlton County preference. 103 families are seeking a 1BR unit. 42 families are seeking a 2 BR unit. Seven of these applications are veterans. Sixteen applications were received. There were no Notices of Intent to Vacate. There were four units leased-up. Four annual recertifications were completed and one interim recertifications. There were two move-outs. There is one vacant unit.
- b. There are 320 Section 8/HCV applications on file. Eleven applications were received, three interim recertifications and four annual recertifications were completed. There was one move-out and no move-ins. Three inspections were completed. There are 99 vouchers in use. There are no port-ins and one port-outs. No Bridges applications were received and there are 13 applications on file. There are four Bridges certificates in use. There were no move-ins and no move- outs.

4. Resident Board Member: Mary Birnstihl -Absent

5. ED Report:

- a. Shaff reported on the special meeting that was held with Aspen Arms residents to discuss the 14th Street Improvements that will begin on May 1, 2022. The dog park will be moved to the west side of the parking lot. Visitor parking will be in the rear of the building, staff parking will be on Wilson Avenue. All deliveries, emergency vehicles will use the rear parking lot. The Dial A Ride will not be able to access the parking lot but will pick up and drop-off on Wilson and 15th Street.
- b. Shaff announced that the housing authority no longer owns or maintains the washers and dryers. Daugherty Appliance replaced all of them with new Speed Queens that they will own and maintain. Daugherty will collect the coin and give the housing authority 45%. The washers and dryers owned by the housing authority will be disposed of on Craig's list.

- c. Aspen Arms residents participated in a United Way community service project packaging cucumber seeds that will be given away free to Carlton County residents.
 - d. Shaff asked the board for input on the 2022-23 budget and the 3% wage increase that was being considered.
 - e. A special meeting for residents being displaced at Victory Apartment as of May 31, 2022 at Victory was discussed. The City of Cloquet withdrew the property's occupancy permit as a result of a staircase that is not up to code. Local service providers were able to discuss services that may be available to residents.
 - e. Annual building inspections will be held later this month. Due to COVID-19 units have not been inspected in two years.
6. **Approval of Financial Reports:** A motion to approve the PH March #14470-14506, HCV Checks #9084-9134, Bridges #10577-10581, Management Fund Checks - none, was made by Dunaiski and seconded by Bjorklund. Motion carried.
7. **Unfinished Business:**
- a. None
8. **New Business:**
- a. A Capital Fund Public Hearing will be held on May 10th to review and discuss the housing authority's five year plan and intent for 2022 capital funds.
 - b. As a result of an eviction unit 124 will be vacant on May 1, 2022. This unit is adjacent to the office. A request was made to enlarge the housing authority's administrative offices by expanding into that unit. In order to do so the unit must be taken off-line and approved by HUD. Resolution 22-4-309 was proposed. A motion to approve was made by Dunaiski and seconded by Bjorklund. Motion Carried. A role call vote was taken, 3 yeah's and two absence.
 - c.
9. **Adjournment:**
A motion to adjourn was made by Bjorklund seconded by Dunaiski at 8:47 am. Motion Carried.

Cynthia Slater, Chair

Date

Brenda Carlson, Secretary

Date