

MOORHEAD PUBLIC HOUSING AGENCY
PUBLIC HEARING AND
REGULAR MEETING AGENDA

October 25, 2011
11:30 AM
Usher's House

- I. Call to Order and Roll Call
- II. Approval of Minutes
 - A. September 27, 2011 Meeting Minutes _____
- III. Request Approval for Payment of Bills
 - A. October 2011 Check Totals _____
- IV. Agenda Amendments
- V. Citizens to be Heard
- VI. Business
 - A. High Rise Laundry Upgrades _____
- VII. Other Business
- VIII. Attorney's Report
- IX. Adjournment

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I. CALL TO ORDER AND ROLL CALL

Chairman Donna McMaster called the Regular Public Housing meeting to order at 11:32 AM.

Members Present: Donna McMaster, Chairperson; Linda Bowie, Vice-Chairperson; Terry Braun, Secretary; Greg Lemke, City Council Liaison; Becky Cusey, Commissioner

Members Absent: Abner Arauza, Commissioner

Others Present: Sally Roe, Housing Manager/Interim Executive Director; Toni Vondal, Rental Assistance Coordinator, Winnie Eklund, Tenant; Ruth Miller, Tenant; Leonard Marine, Tenant; Leo McCoy, Tenant; Connie Weispfenning, Tenant; Raul Almquist, Tenant; Shirley Hogue, Tenant; Mary Lou Ronning, Tenant; Steve Miller, Maintenance Supervisor; Sandra Ives, Tenant; Dan Hunt, City Council; John Munnemann, Tenant; Sel Nygard, Tenant; Mary Humphrey, Tenant; Loretta Huges, Tenant; Gordon Keith Klevgaard, Tenant; Steve Hansen, Tenant; Don Johnson, Tenant; Deb Fairbank, Tenant; Dan Haick, Tenant.

II. REQUEST APPROVAL OF AUGUST 23, 2011 REGULAR MEETING MINUTES.

Bowie moved, seconded by Cusey to approve the Minutes of August 23, 2011. All votes were in favor. Motion carried.

III. REQUEST APPROVAL FOR PAYMENT OF BILLS

Cusey moved, seconded by Bowie to approve the payment of bills as presented. All votes were in favor. Motion Carried.

IV. AGENDA AMENDMENTS

None

V. CITIZENS TO BE HEARD

None.

VI. BUSINESS:

A. Resident Concerns

McMaster states that one resident has brought up some concerns and we would like to address those and give others a chance to speak as well.

Winnie Eklund read a letter that she wrote: After reading Mr. Nygard's letter, I've been upset for the past couple days, I am glad this meeting is today. Nygard claims he represents the tenants here which he considers the poorest of poor and one step from the nursing home, he is not representing me. #19 in his letter that I need to get a pooper scooper for cleaning up after my dog, I have had dogs all my life, we all clean up after our dogs using plastic bags, but he does not condemn the others only me. As for the potty training I use these (holds up what are called chucks). If Mr. Nygard would have been sober the night we had our conversation, he would have got the truth straight. My caregiver Donna called him one night because I was upset and asked him if there was a problem with me and my dog and he said quote "I don't watch her all the time" and that the problem is that she doesn't have her dog on a leash and if it bothers Mr. Nygard so terribly much, I will have my dog on a leash from now on. Mr. Nygard is always condemning someone, Sally, Robin, Toni, Greg Lemke and me. He has a group of people here in the building that don't seem to do anything wrong that are known as the card players, but the rest of us get reported. As for the smoking, I don't smoke and I don't like it but this is apartment building and if people smoke that is their choice. Public places such as bars and restaurants don't allow it for instance Teamsters where they have bingo and smoking intermissions. I guess Mr. Nygard got into a ruffis because the smokers took to long for their intermission and he was asked to leave for his behavior. I wish Mr. Nygard would put his pencil down and stop raising all this trouble. We have an excellent staff and City Council Members. He should let the ones that are elected and hired do their job. One more thing, Mr. Nygard, claims he has back ground experience with the Fargo Police and ambulance service, you would think with this experience he would choose not to drive his vehicle under the influence of alcohol and possible all the other medication he takes. Thank you. Mr. Nygard asked Winnie if she had any more lies and Winnie stated that they weren't lies. The lies are what you got in that 8 page letter. Mr. Nygard says that there isn't a truth to any of it and Winnie

says Sure it is and ok go ahead it's your turn now. Mr. Nygard says that they are all lies and nobody has seen me drunk.

McMaster diffuses the argument that was starting and says that your concerns are dually noted and we have a list with Mr. Nygard's concerns. The first one is parking, does anyone have concerns with parking? Winnie says once in a while visitor's park in our spot but the management takes care of it. Mr. Nygard starts to say on the regular meeting minutes of the July 27th 2010 (going through his papers) then says See I don't have all of the minutes. Sally states that they are available online. Mr. Nygard says some of us don't have computers, but I have one but don't know how to use it. Sally says that online services are available through the library. Linda Bowie says Mr. Nygard, I use the library to access a computer and it says an hour but it will allow extra time. Cusey, asked Mr. Nygard what concerns do you have with the parking? Mr. Nyberg states nothing but the on the East side and it was in the July meeting minutes. Sally asked to interject and said that I think what Mr. Nygard is referring to is when Winnie came to a meeting and expressed her concern on where Mr. Brink used to park and it was next to the handicapped and sometimes his wheels would be in the blue lines and many of you board member were appointed after and are not aware of that. Ms. Eklund did bring that up and I think that it has been resolved. No other comments or concerns with parking.

McMaster: Next topic is smoking. Cusey asked Roe what is the policy of this building? Roe says that smoking is allowed in the apartments but is not allowed in the common areas and there is smoking allowed off to the side of the front of the building and they cannot smoke under the canopy anymore. Over the years smoking has become more restricted and that there are less and less areas available. Chairperson McMaster did attend the Smoking session at the NAHRO Conference. We have a starting point on how to make this happen, if it's going to happen where we go to No Smoking in the building. Scott Lien states that we should have the choice to smoke in our own apartment without someone trying to tell me how to live my life. Steve Hanson brought up last year's smoking deal. Roe addressed him with Mr. Brink wanted the No Smoking to take affect right away and had asked 2 board members to form a committee and talk with residents regarding smoking issues, but since the City has appointed all new board members. Perhaps another committee may be formed in the future and start the process again and have visits with the residents about that. Sandra Ives brought up what about all the people that are drunk in the building and stumbling down? McMaster asked Sally what are the regulations regarding that? Roe states that if a person's drinking affects the health or safety of another resident, it can affect their lease and is a lease violation. We need things in writing with specifics because if an incident happens it may be within camera view and we can see what is going on. Scott Lien said that people just need to call the police when they see someone that is causing problems. Mr. Lemke asked the residents to document with dates and time and submit them to the office.

McMaster next topic is Noise. what are the concerns? None.

McMaster next topic is the Community Room, I know there have been some concerns like the stove. There was a stove put back in. Mr. Nygard asked about the community room exit and entrance doors? Mr. Miller – Maintenance Supervisor spoke to say that we are having new seals put onto them and new thresholds need to be put on them and so they are being worked on.

McMaster next topic is Stove & Refrigerator in Community Room- that has been discussed.

McMaster next topic is fix or replace outside doors (Community Room) – this was also discussed above.

McMaster next topic is the Laundry Room – Mr. Lien asked if the front load washer was working and Mr. Miller stated that parts were on order to have it fixed. Winnie brought up about playing cards in the laundry room and that the Community Room is a good place to play cards. Also brought up was during the winter time and if the laundry door is closed the clothes in the dryers don't always dry. When the wind is blowing it blows back into the vents and causes water to puddle up inside the dryers. Roe suggested that we look at improving the venting system. Sandra Ives suggested that signs be put back on the dryers for new people to remember to clean out the lint traps.

McMaster next on the list is a Change Machine – Mr. Nygard is concerned that handicapped people don't have the means to get change. McMaster asked Roe what the cost of a machine would be and it's between \$1500-2000 dollars. Roe also said that she did call other agencies in the area to see if they had change machines and none of them do. Mr. Lien brought up how having a change machine could bring up other problems like with people trying to break into the machine. Cusey, asked if we could have rolls of quarters in the office for tenants that don't have transportation, Roe said that we don't keep cash in the office and that would be a board decision. Many years ago we did have a break in in the office and that is why we stopped having cash in the office. Tenants had to start paying with a check or money order instead of cash and it is an inconvenience but it was changed for safety reasons.

McMaster next on the list is Friendly Staff-you can't run the place like a prison. McMaster asked what the thoughts were on this topic? Mr. Lien commented that this is not a prison by no means and that it is also not a retirement home. Winnie commented on the Meals on Wheels and she contacted Clay County Housing to see if their staff delivered the meals and they said the same thing as Robin said as quoted in this letter that it's not our job. The Meals on Wheels is a voluntary thing and the office shouldn't be blamed for people not getting them and that the people that receive them should be able to get their own meals. Mr. Fracker said that he disagrees with the comment that the place is run like a prison and that he loves it here and thinks it's great and the staff has always been very helpful. Mr. Fracker also said that he delivers the meals on wheels and

that he really enjoys it and that it has always been a volunteer to deliver them and the staff is busy enough so why should they have to do it. McMaster thanked Mr. Fracker for taking the time to deliver the meals. Mr. Nygard made the comment that there are times when Mr. Fracker doesn't deliver the meals and that they sit down in the lobby and wanted to know what we are going to do about that. Winnie said well be a good neighbor and deliver them and Mr. Lemke asked Mr. Nygard if he would like to volunteer to deliver them on the days when Mr. Fracker is unable.

McMaster asked that if there were any other concerns that the tenants please write them up and get them to Sally.

B. Request approval for Eide Baily to complete 2011 Audit

Roe – Eide Baily has been doing our audit as well as the City audit for many years and this year the fee should not exceed \$10,500 and last year's cost was \$7,500 and we also have to file with REAC which is another HUD Filing and that was an additional \$1,165.80. It's a process and needs to be done every year and in a timely manner.

Braun moved, seconded by Bowie to approve Eide Baily. All votes were in favor. Motion Carried.

C. Discuss Goodwin Proposal

Roe stated - Ed Goodwin has a consulting firm and several years ago he did a strategic plan for Fargo Housing. Clay County Housing sent a proposal to us without our knowledge and since then I have had discussions with Clay County HRA staff and have visited with Fargo Housing. Roe said we had an informal meeting in Duluth with the current Chairperson and the upcoming Chairperson and the Executive Director of Clay County HRA . McMaster stated there probably are some things that we can work on together. One possible item is keeping one waiting list rather than separate organizations keeping separate waiting list and it would make it much easier for people who want public housing. Roe said we are not in favor of entering into a consortium at this time. Roe brought up the possibility of new development and making more housing available for low income families. Roe said that the cost to our Agency is a reasonable cost to have the strategic plan done and that it would be an excellent idea to have one in place since we have new staff all the way around.

Cusey moved to approve exploring having the strategic plan done, seconded by Braun. All votes were in favor. Motion Carried.

D. Approve Electrical Proposal

Roe stated – this is the next item coming up in our 5 year plan and it is to redo the bus duct system in our building. The bus duct system is basically the electrical system that runs up through the building and connects into the breakers that go into the apartments. We received 2 bids to start this process and went with LKA Engineers and they have come back with 3 options for us and 2 alternates. All we are asking for today is if you agree with their recommendations of going with option 2 which is less evasive for the tenants with the alternatives of replacing breakers in the apartments, replacing wiring from the breaker boxes to the outlets. Roe stated the next step is to request sealed bids on the actual work.

Braun, moved to go with the recommendation of LKA Engineer, seconded by Bowie. All votes were in favor. Motion Carried.

E. Resident Thank You

Cusey read a thank you to the residents from Roe.

VII. OTHER BUSINESS:

REAC Score is informational. We had our REAC inspection the end of August and this year we received a score of 86 which is good but not great, but a lot better than last year which was 71.

VI. ATTORNEY'S REPORT

None

IX. ADJOURNMENT:

There being no further business to discuss, the meeting adjourned at 1:17 PM.

Donna McMaster - Chairman

Terry Braun - Secretary

PHA	Amhsip	Gen. Fund	Section 8	Capital Fund	Bridges	BCOW	ELHIF	Alerus	Computer
953.62	8,380.85	31.55	37,577.59	2,150	4,050.53	6,575.10	508.34	0	0
Hand Checks	Hand Checks	Hand Checks	Hand Checks	Hand Checks	Hand Checks			Hand Checks	Hand Checks
21,567.36	389.00	0	324.00	0	12.73	0	0	-0-	-0-
TOTAL	112,520.67								

S Roe

Interim Executive Director Approval

10/21/2011

Date

MEMORANDUM

DATE: October 21, 2011
TO: Moorhead Public Housing Board Members
FROM: Sally Roe, Interim Executive Director
REGARDING: Upgrades for Laundry and East Entry of High Rise

We have obtained bids and will be replacing the linoleum in the high rise laundry room. The flooring is very worn and will be replaced with a more neutral color much like what is in the Sharp View Laundry room. The low bid was \$1,153.60 from Carpet World.

We also will be replacing a top load washer in the high rise laundry room that is over 10 years old. It has a leaking transmission, which would be very costly to repair. In addition, we will be removing a dryer that is also more than 10 years old with a stacking dryer. This replacement will match the number of dryers to the number of washers, so there will be five of each. The new washer and dryers were also bid out, and will cost the Agency \$1,997.00 with the low bid from Rigels, Inc.

Because of the addition of another dryer, we will need to have the gas piping changed to accommodate the extra dryer, and we will also be having the venting system for the dryers replaced. The bids for this work are not yet finalized.

The last public area of the high rise that has the old nine inch tile is the East entry area. We will be covering the tile with the tile to match the elevators and upper hallways. The low bid was from Fargo Linoleum at \$2,793.00. This will complete common area flooring upgrades. We will continue to install laminate flooring in the apartments that vacate that still have the old tile. We have 50 units left in the building.

These flooring upgrades will save maintenance costs in labor (time to strip/seal/wax tile), and supplies (stripper/wax/buffer pads).