

I. CALL TO ORDER AND ROLL CALL

Vice Chairperson Carbone called the Public Housing meeting to order at 11:30.

Members Present: Michael Carbone, Vice Chairperson; Alexa Dixon; Donna McMaster, Secretary, Shelly Dahlquist, Moorhead City Council Liaison

Members Absent: Greg Lemke, Chair

Others Present: Dawn Bacon, Executive Director; Toni Vondal, Housing Manager, Brian Opsahl, Brady Martz

II. REQUEST APPROVAL OF NOVEMBER 26, 2019 REGULAR MEETING MINUTES.

Dixon moved, seconded by McMaster to approve the Minutes of November 26, 2019. All votes were in favor. Motion Carried.

III. REQUEST APPROVAL FOR PAYMENT OF BILLS-RESOLUTION 2019-48.

McMaster moved, seconded by Dixon 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. Request Board Approval of Audit Results – Resolution 2019-49.

McMaster moved, seconded by Dixon to approve audit results. All votes were in favor. Motion Carried.

B. Request Board Approval of Strategic Plan – Resolution 2019-46.

McMaster moved, seconded by Dixon to approve strategic plan. All votes were in favor. Motion Carried.

C. Request Board Approval for Acceptance of Voluntary Transfer of Public Housing Program from Clay County HRA – Resolution 2019-50.

Dixon moved, seconded by McMaster to accept voluntary transfer of public housing from Clay County HRA. All votes were in favor. Motion Carried.

VII. OTHER BUSINESS:

A. Transitional Apartment Units –The service provider for 2020 will be Lakes and Prairies CAPLP. Previously it was Lakeland Mental Health but a change had to be made due to Lakeland losing the PATH grant. An application by CAPLP to expand their HSAMI grant was recently approved which will pay for staffing for this program.

B. Finalized Board Meeting Schedule for 2020.

C. Executive Director Updates:

1. Air Handler Unit – is up for bid on January 7<sup>th</sup>, 2020 and we will go with the lowest bid and the most responsible party.

2. Follow-up re: decorations in common areas – This was a topic of discussion at the last board meeting so Dawn provided an update on efforts since that time. Memos were issued to Sharp View and the High Rise about religious postings/decorations in the common areas. Religious items are allowed in apartments and on apartment doors. The Housing Manager and Service Coordinator also held a meeting with residents at Sharp View to identify agreements going forward. These agreements were put in writing and distributed to residents at Sharp View. One has to do with what is permissible in common areas and another is for residents to post times for decorating any common areas to promote group participation. MPHA staff provided assistance with posting of flyers. This is an emotional topic and has been very time consuming for staff in terms of moderating tenant communication, particularly at Sharp View. Staff time in the last month dealing with this issue has come to nearly 13 hours. This should decrease as residents become accustomed to the new process.

3. Maple Court – very close to getting the physical needs assessment completed.
4. 2020 HRA Levy – truth and taxation hearings have been underway and it does not appear that any reductions will be made to the levy amount previously approved.
5. Other Updates – Dawn had a preliminary discussion with the board about some options to make changes to the current retirement plan for employees. This is specifically regarding the employee contribution portion and current restrictions to employee's needing to access those funds. Based on the board feedback, she will come back with a more specific proposal.

VIII. ATTORNEY'S REPORT

None

IX. ADJOURNMENT:

There being no further business to discuss, the meeting adjourned at 12:30 PM.

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Greg Lemke – Chair

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Donna McMaster – Secretary