

I. CALL TO ORDER AND ROLL CALL

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

Members Present: Donna McMaster, Chairperson;  
Greg Lemke, Vice-Chairman; Linda Bowie, Resident  
Commissioner; Heidi Durand, City Council Liaison;  
Becky Cusey, Commissioner

Members Absent: Terry Braun, Secretary

Others Present: Sally Roe, Executive Director;  
Toni Vondal, Rental Assistance Coordinator

II. REQUEST APPROVAL OF JUNE 26, 2012 REGULAR MEETING MINUTES.

Bowie moved, seconded by Lemke to approve the Minutes of June 26, 2012. All votes were in favor. Motion carried.

III. REQUEST APPROVAL FOR PAYMENT OF BILLS

Lemke 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. Request Approval for 2012 Audit with Eide Bailly

Roe state that Eide Bailly has done our audit many years and in the Board packet is the paperwork that that needs to be signed by our Chairperson. The plan is to start our audit on August 15<sup>th</sup>, 2012.

Cusey asked if we ever ask for bids, or do we always go with Eide Bailly? Roe stated that she would like to ask for bids but the City has always had Eide Bailly. Duran is going to check with the City as far as if we need to continue using Eide Bailly like the City does.

Cusey moved, seconded by Bowie to approve the Audit this year with Eide Bailly and the possibility of putting it out for bids next year. All votes were in favor. Motion Carried.

B. Request Approval of Smoke Free Policy

Roe stated that a newsletter was given to the residents stating that she was optimistic that the Board would approve the smoke free policy which would eliminate smoking in the units effective July 1<sup>st</sup>, 2012 and that smokers could sign an exemption which would allow them to smoke in their units until July 1<sup>st</sup>, 2013. Roe stated that she feels the Smoke Free Policy has been well received by smokers and non-smokers.

Lemke asked why are we allowing exemptions if the policy isn't taking place until July of 2013? Roe stated that if anyone today and ongoing signs a new lease that they are not allowed to smoke in their apartment, but if a tenant is already in housing, they can sign a waiver which will allow them smoke in the apartment until July 1, 2013.

Bowie moved, seconded by Lemke to approve the Smoke Free Policy. All votes were in favor. Motion Carried.

C. Request Approval to attend MN NAHRO Annual Conference

Roe stated that the NAHRO conference is going to be in Duluth, MN in September. Due to the cost being high, instead of sending a few employees she asked to send Steve Miller our Maintenance Supervisor to the Nan McKay Maintenance Management Course being held at the same time as the NAHRO conference, and he would be taking the certification exam also.

Bowie moved, seconded by Lemke to approve Steve Miller attending the MN NAHRO Annual Conference. All votes were in favor. Motion Carried.

D. Request Approval to Award Contract for Replacement of Parking Lot/Sidewalk Lights at River View Heights.

Roe stated that we are still waiting for the City to get back to us as to when they are going to start our parking lot changes at River View Heights due to the flood diking. The lights we need to replace are the four poles in front of the High Rise. They do not work and have not worked for years. At night it is very dark and we would like to get these lights working for the safety of our residents.

Roe stated that we asked for bids from four different electricians and we got bids back from two.

Lemke moved, seconded by Bowie to approve the bid from CB & Sons for Replacement of Parking Lot/Sidewalk Lights at River View Heights. All votes were in favor. Motion Carried.

VII. OTHER BUSINESS:

Roe stated that she made a copy of the PHADA newsletter for the Board. There are two articles regarding small agencies that she requested the Board to review. The first one is a small housing reform proposal and the other is how the state of Massachusetts is recommending consolidation of small state only housing authorities.

VIII. ATTORNEY'S REPORT

None

IX. ADJOURNMENT:

There being no further business to discuss, the meeting adjourned at 12:02 PM.

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Donna McMaster – Chairman

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Terry Braun – Secretary