

MOORHEAD PUBLIC HOUSING AGENCY
REGULAR MEETING AGENDA

June 19, 2018
11:30 AM

River View Heights 800 2nd Avenue N.

- I. Call to Order and Roll Call
- II. Approval of Minutes
 - A. Request Board Approval of May 22, 2018 Meeting Minutes _____
- III. Request Approval for Payment of Bills
 - A. Request Board Approval for Payment of Bills -Resolution 2018-18 _____
- IV. Agenda Amendments
- V. Citizens to be Heard
- VI. Other Business
 - A. Executive Director Updates
 - 1. 2018 Capital Funding Grant
 - 2. ROSS and POHP Grant Implementation Update
 - 3. Maintenance Position Vacancy
 - 4. Property Purchase _____
- VII. Attorney's Report
- VIII. Adjournment

Upon request, accommodations for individuals with disabilities, language barriers, or other needs to allow participation in Moorhead Public Housing Agency meetings will be provided. To arrange assistance, call the City Clerk's office at 218.299.5166 (voice) or 711 (TDD/TTY).

Visit our website at www.cityofmoorhead.com

I. CALL TO ORDER AND ROLL CALL

Chairperson Lemke called the Public Housing meeting to order at 11:31 AM.

Members Present: Michael Carbone, Vice Chairperson, Donna McMaster, Commissioner; Mary Beth Kalvik, Resident Commissioner; Heidi Durand, City Council Liaison.

Members Absent: Terry Braun, Secretary

Others Present: Dawn Bacon, Executive Director; Toni Vondal, Housing Manager William Storbakken, Maintenance; Lisa Bode, City of Moorhead MPHA Residents; Charlene Rude; Vondell Malmskog; Jim & Marlys Winter; Lorraine Ochsner; Gladys Bentz; Elsie Olson; Terry Ann Hopkins; Petra Roquet; Wanda Swanson; Violet Stronstad; Mary Beth Kalvik; Gary Porter; Winnie Eklund; Linda Bowie; Mary McComas; Tarryl Joyce

II. REQUEST APPROVAL OF APRIL 24, 2018 REGULAR MEETING MINUTES.

McMaster moved, seconded by Kalvik approve the Minutes of April 24, 2018. All votes were in favor. Motion Carried.

III. REQUEST APPROVAL FOR PAYMENT OF BILLS-RESOLUTION 2018-14.

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

IV. AGENDA AMENDMENTS

None

V. CITIZENS TO BE HEARD

Sewer smell in the hallway
No Smoking/designated area
Bench in back of building broken
Written status updates on work orders
Tenants barefoot in the common areas

VI. BUSINESS

A. Discussion about Opportunity for Property Purchase – Resolution 2018-17.

Carbone moved, seconded by McMaster for Carbone and Lemke to work with Dawn on the opportunity to purchase property. Board also approved receiving technical assistance from Beyond Shelter (local non-profit with specialty in this area) as needed in the purchase process. All votes were in favor. Motion Carried.

B. Request Board Approval for Budget – Resolution 2018-15.

McMaster moved, seconded by Kalvik to approve the budget. All votes were in favor. Motion Carried.

C. Request Board Approval for Agreement with Sprint – Resolution 2018-16.

McMaster moved, seconded by Carbone to approve agreement with Sprint. All votes were in favor. Motion Carried.

VII. OTHER BUSINESS:

A. Executive Director Updates – Informational Only

1. Lead the Way Training-is a free online web training to help Public Housing Agency boards and staff understand the responsibilities of PHA oversight. Memo provided to board members with more information. Ask Dawn if you have any questions.
2. Audit RFP- This was recently released and we will be looking at proposals in early July.
3. Other updates
 1. Resumes for the ROSS position have been screened we have first round of interviews scheduled for next week.
 2. The windows at Heatherwood Circle sites have all been replaced.

VIII. ATTORNEY’S REPORT

None

IX. ADJOURNMENT:

There being no further business to discuss, the meeting adjourned at 12:32 PM.

Greg Lemke – Chairman

Terry Braun – Secretary

CHECK REQUEST TOTALS

PREPARED: June 14, 2018

PAID IN: May and June 2018

	TOTAL AMOUNT	CHECK NUMBERS
PHA	\$ 87,156.46	11888-11960
PHA- Direct Deposit	\$21,502.72 (2 payrolls)	318-329
Capital Fund	\$19,622.65	30308
AMHSIP	\$9,923.62	43842-43863
BRIDGES	\$12,620.78	53291-53320
BCOW	\$6,796.84	73102-73118
TOTAL	\$157,623.07	

Check numbers for direct deposit last month should have read 306-317 (they read 306-311 in error)

BANK TRANSFERS made between funds:

DATE OF TRANSFER	FROM ACCOUNT	TO RECEIVING ACCOUNT	DOLLAR AMOUNT TRANSFERRED	REASON
5/31/18	Wells Fargo PHA Savings	Wells Fargo PHA Checking	\$43,699	Reserves for Window Replacement
6/6/18 6/11/18	Bridges Wells Fargo	Bridges Bremer	20,000	Moving to Bremer
6/5/18 6/8/18	BCOW Wells Fargo	BCOW Bremer	20,000	Moving to Bremer
6/4/18 6/7/18	AMHSIP Wells Fargo	AMSHIP Bremer	20,000	Moving to Bremer
5/30/18 5/31/18 6/1/18 6/2/18 6/5/18	Wells Fargo PHA Checking	Bremer PHA Checking	70,000	Moving to Bremer

D. Bacon

Executive Director Approval