

I. CALL TO ORDER AND ROLL CALL

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

Members Present: Greg Lemke, Chair; Michael Carbone, Vice Chairperson; Alexa Dixon; Donna McMaster, Secretary,

Members Absent: Shelly Dahlquist, Moorhead City Council Liaison

Others Present: Dawn Bacon, Executive Director; Toni Vondal, Housing Manager, Terry Ann Hopkins

II. REQUEST APPROVAL OF OCTOBER 22, 2019 REGULAR MEETING MINUTES.

McMaster moved, seconded by Dixon to approve the Minutes of October 22, 2019. All votes were in favor. Motion Carried.

III. REQUEST APPROVAL FOR PAYMENT OF BILLS-RESOLUTION 2019-42.

Carbone 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

Decoration guidelines, cork board hung up for personal use and a couple of people making decisions for all of the building.

VI. BUSINESS

A. Request Board Approval of 2020 Utility Allowances – Resolution 2019-43.

McMaster moved, seconded by Dixon to approve 2020 utility allowances. All votes were in favor. Motion Carried.

B. Request Board Approval of 2020 Board Meeting Calendar – Resolution 2019-44.

Carbone moved, seconded by McMaster to approve 2020 meeting calendar as amended. Note- all meetings will take place at 11:30. There was a typo for April in the board packet. That will be corrected and a finalized calendar re-released. All votes were in favor. Motion Carried.

C. Request Board Approval of 2020 Employee Insurance Plan – Resolution 2019-45.

Dixon moved, seconded by Carbone to approve 2020 employee insurance plan. The employer contribution for regular employees who elect enrollment will include \$1,300 towards the Health Savings Account (made in two installments) plus a monthly contribution amount of \$650. For Executive Director, no changes at this time to the language outlined in the current employment agreement. All votes were in favor. Motion Carried.

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

This agenda item was tabled until the December meeting.

E. Request Board Approval to adopt the Joint Powers Agreement with the City of Moorhead – Resolution 2019-47.

Carbone moved, seconded by Dixon to approve the joint powers agreement. All votes were in favor. Motion Carried.

VII. OTHER BUSINESS:

A. Maple Court Townhomes – the physical needs assessment is in progress and Dawn will be meeting with the City of Moorhead to go over their recent audit.

B. Executive Director Updates:

1. Capital Improvement Updates- Elevator work at the High Rise is underway and work at Sharp View is scheduled for January 6-12. Boilers at the High Rise have been fixed. Specs for Air Handler Unit replacement at the High Rise are getting close to being released with bid opening date scheduled in early January.
2. Transitional Apartments – looking for a provider to manage and discussing options with CAPLP.
3. REAC Inspection – two bedroom townhomes were done and still waiting to hear when the other properties will be done.

4. Other updates – The FYE 2019 audit went well. A report will be available to the board next month.

VIII. ATTORNEY'S REPORT

None

IX. ADJOURNMENT:

There being no further business to discuss, the meeting adjourned at 1:05 PM.

Greg Lemke – Chair

Donna McMaster – Secretary