

MINUTES OF THE MEETING OF THE HOUSING AND REDEVELOPMENT AUTHORITY
HELD JULY 9, 2019.

The meeting was called to order by Chairman Pete Almstedt. Upon roll call the following Commissioners of the Authority were present: Pete Almstedt, Cassandra Beardsley, Bob Norlen, Doris Larkin, Doug Omtvedt and Robin Glaser. The Executive Director Thomas Furman and past Director Judith Osbakken was also present. Absent was Susan Rosette.

Motion made by Beardsley/Larkin to approve the minute's meetings held on June 11th, 2019. With one correction to minutes from last month of Norlen making the motion to approve last month's minutes. Motion carried.

Glaser/Beardsley made motion to approve June expenditures. Motion carried.

June: Checks thru 15807 thru 15843	
Beginning Balance	\$ 2,126.19
Income	\$ 25,153.21
Expenditures	\$ 24,635.81
Ending Balance	\$ 2,643.59

Correspondence was a thank you note from the Two Harbor's High School After Prom and a letter from HUD approving the 2018 Financial Statement Audit.

The Drainage/Gravel plans were discussed. Glaser will bring the storm drain issue to the city council meeting on 7/31, but there was approval to move forward with the project using North Harbor Service.

Board briefly discussed the Fall NAHRO conference at the DECC in Duluth Sept. 11-13, and strongly suggested Board members think about attending training/classes transitioning or board training options.

The Executive Director gave an update on PHA repositioning and ability to research thoroughly before making any decision.

The 2018 Financial Statement Audit was approved by the board. Larkin/Omtvedt Motion carried.

The board made a resolution to approve financial institution signers: Tom Furman will be added as an authorized signer and Judy Osbakken removed as same at THFCU, Wells Fargo, and Lake Bank. Omtvedt/Larkin Motion carried.

Board discussed the need for a new Personnel Policy and that Johnson, Keifer and Sellers had provided an hourly rate to work on it. Board resolved to begin using the firm with a cap of \$3,000 limit, and anything more than that amount needing to return to board for discussion and approval. Beardsley/Omtvedt Motion carried.

The 5 year Capital Funds proposed budget was presented to the board. The addition of Operations in the amount of \$12,000 to be added to the 2021 budget, and replacing the Roof to Sidewalks was made in a motion. Omtvedt/Larkin Motion carried.

Executive Director talked about the upcoming NAHRO Leadership Retreat in Montevideo. Board motioned to approve the expenses of trip to include 2 nights, mileage, cost of registration, and meals. Norlen/Larkin Motion carried.

Board accepted the verbal resignation Susan Rosette effective immediately. (Norlan/Omtvedt Motion carried) Board agreed to work with the city of Two Harbors to replace the vacancy as soon as possible.

Judy will be continuing to work with the HRA on a limited basis as needed, but also expressed interest in following through with the elevator (POHP grant) rehabilitation. An Open House will be held at Bayview Terrace to honor Judy Osbakkens' service and retirement scheduled for Wednesday August 7th from 3-6p.m.

There being no further business to come before the meeting; it was moved, seconded and carried (Larkin/Norlen) that the meeting be adjourned.

Chairman

Secretary- Treasurer