



HOUSING AND REDEVELOPMENT AUTHORITY MINUTES
November 19, 2019 -- 9:00 AM
City Hall Council Chambers

Board Members present: Jim France, Mayor Carl Pederson, Rita Watson, Kent Bombard, Gina Pettie, and Becky Schueller.

Staff present: Deb Robelia, Executive Director of the Pine City HRA, Matthew Van Steenwyk, City Administrator, Lezlie Sauter, Community Development Director.

Absent: None

Meeting brought to order at approximately 9:00 am.

Approve October 15, 2019 meeting minutes – *Motion to approve the October 15, 2019 meeting minutes by Schueller, seconded by Bombard. Motion carried by unanimous consent*

Collaboration of Entities to address housing issues for diverse groups on Friday, Nov 22nd - 1 pm at Pine City Council Chambers – A discussion was had on a meeting scheduled for November 22 on a collaboration project for housing in Pine City. Sauter provided some additional information on a similar project executed in Grand Rapids, MN. No action was taken on this item.

Bylaw Resolution – Staff to finalize the draft resolution for board presentation with anticipated resolution approval at the January 21st annual meeting.

Check register review/approval (10/12/19-11/14/19) - *France motioned to approve, seconded by Schueller, the check register for period 10/12/2019 – 11/14/2019. Motion carried with Bombard, Schueller, France, Pettie, and Pederson in favor and none against.*

Management Report Review - Robelia provided an update on work conducted on the premises. Robelia gave an update on the roof work, roof vents, and vinyl flooring. Robelia provided an update on her waiting list, grievances, POP loan, and insurance claim. Robelia provided an update on laundry. *Motion by France, seconded by Watson, to approve replacing laundry washers as needed based upon quality and prices. Motion carried.*

Additional items, comments or updates – Robelia provided an update of the Audit and its submission to HUD. Robelia provided a summary of the balance of the HUD grant.

France made note of his term ending on 12/31/2019 and Bombard noted a desire to maintain his position on the Planning Commission. Notation of two vacancies in January. Direction to create a position description and notice on the City's media pages.

Next meeting January 21st at 9:00am.

Meeting adjourned at 9:50 am.

Minutes by:

Matthew Van Steenwyk, City Administrator