

## MEETING MINUTES

Present: Adam Bauman, Rick Evans, Robin Glaser, Lew Conner, Deb Scott. Absent: Cathy Erickson

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Location: Bayview Terrace Meeting Room 505 1<sup>st</sup> Avenue, Two Harbors, MN

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Date: June 9, 2026

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Called to order 5:17 PM

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### I. APPROVALS

- a. Meeting Agenda Motion to approve with the addition of addressing the property's gardens and Mini Grant Program RG, seconded by LC
- b. May Minutes Motion to approve RG, seconded by LC
- c. April Financials Motion to approve LC, seconded by RG

### II. PUBLIC AND PUBLIC COMMENTS

Kathy Glen

Comment: Who is tending the flowerbeds in front of the building

### III. COMMITTEE REPORTS

- a. Finance Committee – Did not meet. April financial statements were reviewed and approved
- b. Housing Committee – Lew: IRRB funding may be available for housing and property improvements providing collaboration opportunities between the City HRA and City of Two Harbors.
- c. Personnel Committee needs to meet for the ED annual evaluation
- d. ED Report – Motion to approve Maintenance Worker job description update making on site residency a requirement of the position RG, seconded by LC.

Initial eviction notices will be sent to several tenants for nonpayment of rent.

### IV. NEW BUSINESS

- a. NSPIRE HUD 30-day notice Follow up meeting was positive, noting that HUD approves NAHRO engagement for personnel and Board. All inspection violations have been addressed.
- b. 2026 Audit Preparation is in progress and anticipated to be completed on time.
- c. Gardening Opportunities for Tenants

- d. Mini Grant awareness discussion included where to promote the opportunity such as Lake County Press and on the City of Two Harbors website. Applications are available at the City and HRA.

## **V. OLD BUSINESS**

- a. Tree Trimming: Additional tree added for removal and still waiting for follow up from Rick's Tree Service.
- b. Water heater leaks, lining replacements \$11,000 and being scheduled
- c. Furnace air exchange - SVL has the capacity to address leaks and belts but cannot perform the necessary venting to improve air exchange for both boilers. The HRA is seeking a suitable vendor for estimates.
- d. Steen Engineering: Plumbing and waterlines infrastructure evaluation contract has been signed; we are waiting for their scheduler to confirm a date for the inspection and evaluation.

## **VI. ADJOURN 5:52**

Minutes submitted by Deb Scott