

MEETING MINUTES

Present: Adam Bauman, Rick Evans, Robin Glaser, Lew Conner, Cathy Erickson (virtual), Deb Scott

Location: Bayview Terrace Meeting Room 505 1st Avenue, Two Harbors, MN

Date: May 12, 2026

Called to order 5:04 PM

I. APPROVALS

- a. Meeting Agenda Motion to approve RG, seconded RE with the following additions: Lease and Policy Updates, and MOU with Community Partners
- b. April Minutes Motion to approve LC, seconded by RE, no further discussion
- c. April Financials Motion to approve RE, seconded by LC. Discussion to leave WF account active until final CC charges have been processed and auto pay subscriptions are confirmed.

II. PUBLIC AND PUBLIC COMMENTS

No public in attendance

III. COMMITTEE REPORTS

- a. Finance Committee – Did not meet
- b. Housing Committee – Did not meet
- c. Personnel Committee – Did not meet. ED annual review is due at the end of May 2026
- d. ED Report – Maintenance Worker first day is 5/22/2026, 5 Year Plan has been submitted and waiting for HUD approval to begin 2025-2029

IV. NEW BUSINESS

- a. NSPIRE HUD 30-day notice Board reply has been reviewed and ready for submission. Findings have been corrected or are waiting for scheduled repairs by professionals. Motion to have Adam represent the Board at the HUD conference call, LC seconded by RG
- b. Steen Engineering: Plumbing and waterlines infrastructure evaluation will be just under \$6,000 and will include an evaluation and recommendations for addressing the ongoing plumbing leaks

- c. Water heater leaks and lining replacements quote from Stone Plumbing is \$11,000. They should last at least 10 years and will afford time to budget full replacement thereafter. Lowest quote for full replacement is \$25,000
- d. Furnace air exchange sensors have been replaced, but more control upgrades are needed to address the airflow and overheating concerns
- e. 2025 Audit Preparation is complete. We are anticipating completion and on time submission to REAC

V. OLD BUSINESS

- a. Tree Trimming: Additional tree added for removal for \$1,200. After discussion with the arborist, it seems that full removal to include grinding the stump to ground level is the safest course of action.
- b. Unit Vacancies: Unit 504 awaiting offline HUD approval
- c. HUD formatted 2025-2026 budget motion to approve RE, seconded by LC

VI. ADJOURN 18:24

Motion to Adjourn CE, seconded by RG