

## ROSHOLT HOUSING AND REDEVELOPMENT COMMISSION

Meeting was called to order by President Ron Anderson at 4:00 on **July 12<sup>th</sup>, 2018** at Rosholt Insurance Agency.  
Members Present: Ron Anderson (RA), John Meyen (JM), Linda Simonson (LS), & Calvin Ceroll (CC),  
Members Absent: Sheri Johnson (SJ)  
Also Present: Rosanne Sand HRC Executive Director (ED)

**Motion** by JM to approve the agenda. Second by CC. Motion carried. .

**Motion** by CC to approve June 13<sup>th</sup> Minutes. Second by JM. Motion carried.

After discussion of the financial reports, **Motion** by CC to approve Bills & Financials with a second by LS. Motion carried.

**Motion** by JM to refund total security deposit to Unit 1 family & releasing them of any July rent. Second by CC. Motion carried.

### OLD BUSINESS

- Copper T's for sewer vents. Tabled until Maintenance position is filled.
  - Cracked vanity in Unit 13 was discussed. LS will contact SW Design to replace it.
  - Moving mail boxes for units 1-8 has been approved by USPS but has not been moved to date.
  - Building Insurance will be changed to a new company. JM will get this set up.
- Motion** by CC to authorize president to sign new insurance policy. Second by LS. Motion carried.

### NEW BUSINESS

- Mowing – Dick Braun joined the meeting at 4:30 and left at 4:45.
  - Dick was on vacation for 10 days. He has agreed to mow front yards and around buildings, if necessary, once a week & will mow back yards every other time. Unit's 11-14 may need more mowing due to a new lawn and lots of weeds.
  - Sprinklers have been pulled from units 11-14 due to excess watering that is not necessary at this time.
  - Building company landscaper for Units 11-14 is expected back in August. LS will confirm.
- Maintenance position.
  - Salary was confirmed per Vendor List. Clarification on Job Description was discussed and was approved for adjustment if needed.
  - Onsite Storage shed needs to be locked and keys given to ED & Maintenance.
  - ED will set up account at Sag's in Wheaton for misc supplies but will try to buy needed supplies in Rosholt.
- Work Day-Painting/weed in landscaping rocks.
  - Trees & Shubs- ED presented a detailed list of issues that need to be addressed. Tabled until fall.
  - Weeds in landscape rock - LS will contact 4-H to see if they would want to help get it under control.
  - Exterior Doors 1-10 and interior door trim in units 11-14. ED will contact Gary Peterson to give us a bid to finish them off and report back to the Board.
- Unit 1 has had all flooring replaced and ready to rent. Unit 14 has given notice of move out on 6/22/18.
  - Possible renters for both units, but both want to bring pets.
- Pet Policy/Application –**Motion** by CC to Adopt Pet Application & Policy as presented with the additional amendments discussed during the meeting. Second by JM. Motion carried.
- Renters requesting a lease less than one year- **Motion** by LS to increase a shorter lease term by \$50.00 per month. Second by CC. Motion carried.
- ED M/R Report
  - Unit's 9 & 10 have had issues with their Venture Communications going out. It was thought that it was the fault of the dehumidifier/GFCI outlet in the crawlspace of Unit 10 that the Venture box was plugged into. We had Aurora replace the GFCI outlet but that still did not rectify the problem. Venture told LS on 7/11/18 that the problems were due to a weak battery on their part and not an issue with the dehumidifier.

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- Unit 10 has issues with the air conditioner leaking in the unit. If it happens again it needs to be addressed by a HVAC vendor.
- Replaced kitchen faucet in Unit 9.
- Unit 7 back screen door needs to be replaced.
- Unit 2 needs a new garbage disposal.

Being no further business, **Motion** by LS to adjourn. Second by CC. Motion carried.

Respectively submitted,  
Linda Simonson, Secretary