

# Blaine County Housing Authority

## Monthly Meeting Minutes

### APPROVED

Wednesday February 16, 2022 at 5:00 P.M.

Via Teleconference

[www.zoom.us/join](http://www.zoom.us/join)

Phone Number: (669) 900-6833

Meeting ID: 837 9109 6983

Password: 83333

**Members Present:**

Sarah Michael, *Chair*

Sabina Gilbert, *Vice Chair*

Mason Frederickson, *Treasurer*

Nate Hart

Tara Bell

**Staff:**

Nathan Harvill, *Executive Director*

Ann Sandefer, *Program Administrator*

**Absent:**

**1. Call to Order (5:00 pm)**

**2. Roll Call**

BCHA Board Chair, Commissioner Michael called the Regular Monthly Meeting to order at 5:02 p.m.

Roll call was taken by Ann Sandefer. Mason Frederickson, present, Sabina Gilbert, present, Sarah Michael, present, Nate Hart, present, Tara Bell, present.

**3. Communication and Comment for Items not on Agenda.**

a. Communications from the Board

b. Communications from the Public-none

c. Communications from Government Liaisons or Elected Officials - Dick Fosbury, Blaine County Commissioner and County liaison to BCHA was on the teleconference call reporting that the initial meeting for the Community overlay redistricting included a request From BCHA for relocation assistance for any dislocated households. Commissioner Fosbury also reported that a developer is working with the City of Hailey and the County for a workforce housing project. There will be a meeting next Thursday of the County to approve current applications for ARPA funding and then monthly for additional applications. Prior to the Board entering into Executive Session, Commissioner Fosbury made a final comment that the Board needs to talk about finding a solution for legal counsel.

#### 4. Consent Agenda.

- a. **ACTION ITEM:** Approve minutes of January 19, 2022, BCHA Annual Meeting, as submitted
- b. **ACTION ITEM:** Approve minutes of January 19, 2022, BCHA Regular Meeting, as submitted
- c. **ACTION ITEM:** Approve minutes of January 27, 2022, BCHA Special Meeting, as submitted
- d. **ACTION ITEM:** Approve Treasurer and Financial Report (January 2022)

Commissioner Frederickson moved to approve the Consent Agenda, Minutes, as presented, Commissioner Gilbert seconded. No further discussion, motion passed unanimously at 5:16 p.m.

Commissioner Hart moved to approve the Consent Agenda, Treasurer and Financial Report, as presented, Commissioner Gilbert seconded. No further discussion, motion passed unanimously at 5:22 p.m.

#### 5. New Business.

- a. **ACTION ITEM:** Executive Director and Program Administrator Recruitment Process.

Nathan Harvill, ED gave a brief review of the recruitment process to date, applicants for the ED position will be emailed to Board Members. The PA position will be advertised in this Friday's Idaho Mountain Express along with the ED position. Other housing websites will have a posting of the ED position within the week. The Board will review and rank candidates as a pre-screen for moving forward to a screening committee made up of the County Administrator, Director of the City of SV, Director of the City of Hailey, the Ketchum Planning Dept. representative and 1-2 BCHA Board members.

Commissioner Gilbert moved to authorize the ED (Nathan Harvill) and the BCHA Board Chair (Sarah Michael) to reach out to potential members for a screening panel to review candidates by no later than March 15, 2022, Commissioner Bell seconded. No further discussion, motion passed unanimously at 5:41 p.m.

- b. **ACTION ITEM:** Discussion of Strategic planning initiative with Agnew Beck, March 2022 through May 2022.

Commissioner Michael reported that Agnew Beck can provide assistance for BCHA's mission and statement with a series of strategic planning sessions giving BCHA Board a chance to work with other housing professionals and finalize a strategic document.

Commissioner Frederickson moved to authorize Chair, Sarah Michael to write a Grant request to the SPUR foundation for funding to work with Agnew Beck in March of 2022 for strategic planning, Commissioner Hart seconded. No further discussion, motion passed unanimously at 5:50p.m.

- c. **ACTION ITEM:** CHPUD and Mobile Home and Manufactured Home Overlay District Amendments and possible emergency moratorium

Commissioner Michael and ED, Harvill have been working with Herbert Romero on the adoption of relocation policies for the J & J trailer park evictions, they have asked the P & Z and the County Commissioners for a relocation polity to be reviewed and expiated. The idea is if increased density is being allowed for a redevelopment project, then plans need to be implemented for a relocation plan for those affected with said plan being developed by County staff and BCHA.

Commissioner Hart moved to continue to move forward with this relocation policy working with the County for development, Commissioner Frederickson seconded. No further discussion, motion passed unanimously at 6:14 p.m.

d. **ACTION ITEM:** BCHA ARPA Funding Request

Commissioner Gilbert made a motion for BCHA to continue to move forward with an expanded request for ARPA funding with the County, Commissioner Frederickson seconded. No further discussion, motion passed unanimously at 6:26 p.m.

e. **Update:** Receive and File Executive Director Report, as submitted with an oral report given by Nathan Harvill.

f. **Update:** Receive and File Program Administrator Report, as submitted with an oral report given by Ann Sandefer.

**6. Old Business**

a. **Update:** Legal counsel (January 19, 2022 meeting)

Commissioner Michael reported that the Blaine County Prosecuting Attorney would not be able to serve as BCHA's legal counsel.

b. **Update:** Blaine County Housing Foundation Timetable (January 27, 2022 meeting)

BCHA Board of Commissioners Meeting Agenda 2

Commissioner Michael recommended that this item be put on hold until the next Board meeting as an action item at that time, noting that if a point person is designated, it would be helpful.

**7. Executive Session under Idaho Code 74-206 (1) to discuss, (a) hiring, (b) personnel (c) acquiring an interest in real property, (d) records disclosure, (f) pending litigation, or (i) pending claims.**

Motion to enter into Executive Session made by Commissioner Gilbert, seconded by Commissioner Frederickson. No further discussion, the BCHA Board moved into executive session at 6:53 p.m. Roll call was taken with all Commissioners but commissioner Bell being present.

**8. Reconvene Public Meeting at 7:28 p.m.**

a. ACTION ITEM: from Executive Session (if needed)

**9. Upcoming BCHA Calendar.**

a. February 21, 2022, BCHA Offices Closed (President's Day)

b. March 16, 2022, BCHA Regular Monthly Meeting, site TBD

c. April 20, 2022, BCHA Regular Quarterly Meeting, site TBD

**10. Adjournment at 7:32p.m.**

**Respectfully Submitted by**

**Approved by**

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Ann Sandefer  
BCHA Program Administrator

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Sarah Michael  
BCHA Chair