

Emmet County Housing Council

A meeting of the Emmet County Housing Council was held on June 2, 2010 at 10:08 a.m. in the Controller's conference room.

Council members present: Mark Ashley, Secretary
Les Atchison
George Booth, Vice-Chairman
John Murphy, Chairman
Martin Van Berlo

Excused absence: None

Staff present: Cynthia Van Allen, Finance Director

Guests: Cathy Odom, Northwest Michigan Community Action Agency
Jonathan Scheel, Northwest Michigan Community Action Agency

There was a field trip to 6705 Maple Drive, Pellston prior to this meeting.

The Council members approved the agenda.

The Council members reviewed and approved the minutes of the May 5, 2010 meeting.

Mr. Ashley moved to approve the minutes of the May 19, 2010 meeting with the addition of Messrs. Murphy and Booth with excused absences. Mr. Van Berlo seconded the motion. Messrs. Ashley, Atchison and Van Berlo voted for approval. Messrs. Murphy and Booth abstained since they were not in attendance at the meeting.

Administrator's report:

*** Northwest Michigan Community Action Agency has filled the part time housing specialist position. This person will report to Ms. Odom and will be working with Mr. Scheel in Emmet and Charlevoix County.

*** Emmet County Commissioners allocated \$46,000.00 for the Housing Council's use from delinquent tax sales. \$43,000.00 will be available for rehabilitation projects.

*** Emmet County received \$6,000.00 from the sale of a home with a MSHDA CDBG loan. Because the program income account is now in excess of \$5,000.00, \$6,728.58 as of May 20, 2010, this money must be used before any further MSHDA can be committed.

Jobs in progress:

*** Job 09-01 completed.

*** Job 09-06 - client willing to wait for Federal Home Loan Bank approval so there will be sufficient funds to install a cold roof system as part of the rehabilitation.

*** Job 09-08 - client exceeds the asset limit for eligibility. Client is willing to spend money on the project to the point where the asset limitation is not exceeded. Mr. Scheel will proceed with an inspection and will bring an estimate to the July meeting.

*** Job 09-09 - this project was put out for bids with a thirteen day response deadline. There were no bids received. Additional contractors will be solicited and a three week response deadline will be offered when this project is sent out for bid a second time. The replacement of the soffit will be added to the project list.

*** Job 09-10 - Mr. Scheel estimates that it will cost \$27,450 to rehabilitate this home, \$29,450 if the entry porch is enclosed. There is a \$44,000 mortgage on this property which has a state equalized value of \$46,000. This home is on the list for the weatherization program for insulation. Mr. Atchison moved to go out for bids for this project including the cold entry porch. Mr. Booth seconded the motion. By unanimous voice vote the motion passed.

*** Job 09-11 was the subject of today's field trip. There is an \$85,000 mortgage on the property with an estimated value of \$50,000. It is not possible to bring this house to code under the \$35,000 per project limit since the majority of the home is under construction. Mr. Atchison moved to go out for bids to rehabilitate the children's bathroom for a cost not to exceed \$3,500. County allocation money will be used. The motion was seconded by Mr. Ashley. By unanimous roll call vote the motion passed.

Old business:

*** None

New business:

*** Mr. Van Berlo let the Council know that there is a single wide mobile home less than ten years of age estimated to cost \$10,000 which needs to be removed from a piece of property in order for a sale of the property to proceed. The home is in the Petoskey area.

*** Mr. Atchison let the Council know that the Northwest Michigan Community Action Agency has been awarded additional weatherization program money due to their ability to mobilize and use the funding.

A motion to adjourn was made at 11:32 a.m. and was unanimously approved.