

Emmet County Housing Council

A meeting of the Emmet County Housing Council was held on January 5, 2011 at 10:00 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

Third party administrators: Jonathan Scheel, Northwest Michigan Community Action Agency
Sarah Hartman, Northwest Michigan Community Action Agency
Cathy Odom, Northwest Michigan Community Action Agency

Guests: None

The Council members approved the agenda.

The Council members reviewed and approved the minutes of the December 1, 2010 meeting.

Administrator's report:

*** Rehabilitation requests are still being received, the Alanson Head Start program has proved to be a good source. However, only projects totaling 25% of the funding for the new grant period can be accepted ahead of the money being released so the balance of the applicants will be put on a list and notified when the new period begins.

Jobs in progress:

*** Job 09-08 - Mr. Scheel has received the Health Department report but the septic cannot be installed at this time of year due to frost. The contractor has been notified of the delay.

*** Job 09-13 - Mr. Ashley made a motion to accept the low bid of \$6,900.00 for this emergency roof repair project from Gokee Construction which includes asphalt shingles and fascia to be wrapped with aluminum, any sheathing replacement to be completed at a cost per 10 square feet at \$32.00 per hour for labor plus material. Mr. Booth seconded the motion. By unanimous voice vote the project bid was awarded.

*** Job 09-14 - the roof is complete and there will be an inspection tomorrow.

*** Job 09-15 - the Weatherization Program provided heating on this project and will install insulation. They also replaced a door which was on the County's project list. They did not, however, replace any of the windows.

*** Jobs 09-16 - Gokee Construction is currently installing the new roof.

*** Job 09-17 - Mr. Atchison made a motion to authorize Mr. Scheel to commit to Brewbaker's for purchase of a single-wide manufactured home for a cost, including demolition of the current structure and setting the new house, for a price not to exceed \$25,000.00 so he can take advantage of the availability of suitable housing. Mr. Ashley seconded the motion. Misters Ashley, Atchison, Murphy and Van Berlo voted yes. Mr. Booth voted no. Motion passed.

*** Job 09-18 - an estimate has been prepared but additional information was requested and will be made available at the February meeting.

*** Job 09-19 - Mr. Ashley made a motion to accept the bid of \$4,497.00 for the emergency roof replacement from Jordan Construction which includes asphalt shingles, any sheathing replacement to be completed at a cost per 10 square feet at \$9.60 . Mr. Van Berlo seconded the motion. By unanimous voice vote the project bid was awarded.

Old business:

*** Ms. Odom will check that there is homeowner's insurance in place for Job 08-06.

*** Ms. Van Allen informed the Council that documents have been received that the homeowner for Job 08-10 has declared chapter 7 bankruptcy. Ms. Odom believes that the only action necessary is to reaffirm the County's mortgage on the property.

*** On December 20, 2010 Ms. Odom received positive votes from Mistery Booth, Murphy, Atchison and Ashley to provide a re-subordination to Chase Bank for the 1998 Kewaygoshkum mortgage. Based on this majority, Ms. Van Allen prepared and had recorded a subordination which was remitted to the Bank.

New business:

*** None

Public Comment:

*** none

A motion to adjourn was made and was unanimously approved.