

Emmet County Housing Council

A meeting of the Emmet County Housing Council was held on August 1, 2012 at 10:00 a.m. in the controller's conference room in the courthouse at 200 Division Street, Petoskey, Michigan.

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
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 June 13, 2012 meeting.

Administrator's Report:

*** Mr. Scheel distributed a draft copy of the "Emmet County Place-based Targeting Strategy" document prepared by Kuntzsch Business Services, Inc. for MSHDA with Mr. Scheel's input. It appears that MSHDA will accept the Housing Council's recommendations as to target areas. In the City of Petoskey the city limits rather than a radius from downtown have been accepted as the target area.

*** A Section 3 meeting sponsored by the Community Development Corporation was held for contractors in the Boyne City library on June 29, 2012. Mr. Scheel reported that the atmosphere of the meeting was very positive. He also let the Council know that additional contractors will become certified for lead abatement. Mr. Scheel provided the information that Northern Homes provides home buyer rehabilitation up to \$25,000 and is able to provide down payment assistance.

*** A joint City of Petoskey/County of Emmet meeting was held on July 31, 2012 to discuss CDBG money available from MSHDA for City of Petoskey housing rehabilitation in targeted areas. Julie Gardner is the MSHDA representative for this grant. Northwest Michigan Community Action Agency will prepare the grant application which is due September 30, 2012. Emmet County will be the applicant and requests for use of funds will be through the Housing Council. The initial intention is to target the Emmet Street corridor and Bridge Street. There is homeowners rehabilitation assistance available which is administered very similarly to the County's program. There is also rental rehabilitation available where the renters must qualify and the landlords must agree to keep the rents affordable.

Jobs in Progress:

Job 11-04 - this project is almost complete

Job 11-07 - Mr. Scheel estimates this project will cost about \$38,975.00. He proposes using a \$5,000.00 Housing Preservation Grant and \$1,500.00 from DHS for the emergency removal of the condemned garage. The homeowner has no mortgage, he earns \$14,000 as a custodian for NCMC. The property sev is \$25,880.00. Mr. Atchison made a motion approving sending this project out for bid. Mr. Booth seconded the motion. By unanimous voice vote the motion was approved.

Job 11-08 - Mr. Atchison made a motion to put this project out for bid. Mr. Scheel estimates the amount to rehabilitate the kitchen in this 1996 modular without a mortgage so that it is accessible for the three handicapped adult children will be \$9,515.00. Mr. Van Berlo seconded the motion. By unanimous voice vote the motion passed.

Job 11-10 - Mr. Atchison made a motion to accept the bid of \$25,071.00 from Myers Mobile Home Service to rehabilitate this 1966 double wide manufactured home on which there is no mortgage. The Odawa Tribe will pay \$2,500.00 of this total for the air conditioning and a \$5,000.00 Housing Preservation grant will be used. Mr. Ashley seconded the motion. By unanimous voice vote the motion passed.

Other Business:

*** Mr. Atchison made a motion to approve preparation by Mr. Scheel of an amendment to the current CDBG to move \$12,500.00 from emergency to rehabilitation. Mr. Ashley seconded the motion. By unanimous voice vote the motion passed.

*** The September Council meeting will be held on the 12th rather than the 5th so Northwest Michigan Community Action Agency personnel can attend a seminar.

*** Mr. Scheel obtained consensus to put together an estimate to provide a well and septic for a 1962 manufactured home on Robinson Road.

Public Comment:

*** None

A motion to adjourn was made and was unanimously approved.

Aug 1, 2012
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