

**Emmet County
Housing Council**

A meeting of the Emmet County Housing Council was held on November 7, 2012 at 10:00 a.m. In the controller's conference room in the courthouse at 200 Division Street, Petoskey, MI.

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

Excused absence: None

Staff present: Laura Emery, Administrative Assistant, Finance Department

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

Guest: None

The Council members approved the agenda.

The Council members reviewed and approved the minutes of the October 3, 2012 meeting.

Administrator's Report:

*** Mr. Scheel reported that the application for the HRF grant was sent to MSHDA.

*** Mr. Scheel will e-mail a copy of the place-based targeting strategy report next week. After receiving the copy please make comments and return to Mr. Scheel as soon as possible. MSHDA requires receipt of the program report prior to November 30, 2012.

*** The Council determined to prioritize the place-based target areas as follows: Petoskey will be the priority area and then Alanson, Levering, Harbor Springs, Pellston, and Mackinaw City equally.

Jobs in progress:

Job 11-4 - construction complete

Job 11-9 - this job was not able to be considered because there was not enough money. The project will be considered during the next grant cycle.

Job 11-6 - in process, waiting on an approval letter from the Historical District Board.

Job 11-08 - under construction

Job 11-2 - construction complete

Job 11-7 - under construction

11-10 - almost complete

Job 11-11- Blanchard Road in Petoskey - roof replacement. Estimate for repair is \$6,840.00. Mr. Van Berlo reviewed and approved the list of requirements and the specifications.

Mr. Ashley made a motion to approve the job.
Mr. Booth seconded the motion.
By unanimous voice vote the job was approved.

Job 11-13 - Ellis Road in Levering - a trailer needs a new metal roof and back stoop. Estimate for the roof is \$7,800.00 and \$500-\$1,000.00 for the stoop.

Mr. Booth made a motion to approve the job.
Mr. Atchison seconded the motion.
By unanimous voice vote the job was approved.

Mr. Scheel reviewed the current financials with the Council.

Other Business:

*** Mr. Atchison made a motion to recommend Lindsey Walker to the NMCAA board. The recommendation was needed from an Emmet County board.

The motion was seconded by Mr. Ashley.
The motion was passed 5-0 by voice vote.

*** Ms Odom asked that the subordination policy be changed. Mr. Scheel will present the amended policy at the next meeting for approval.

Public Comment:

*****Mr. Ashley and Mr. Murphy are excited by the potential for the HRF grant.**

A motion to adjourn was made and was unanimously approved.

Adjourn at 11:30 am.

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