

Emmet County Housing Council

A meeting of the Emmet County Housing Council was held on December 5, 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

Guests: None

The Council members approved the agenda with the following additions:

- ** Set 2013 meeting dates
- ** Discuss council member reappointments
- ** Consider offering a spot on the Council to a City of Petoskey appointment for the duration of the HRF grant

The Council members reviewed and approved the minutes of the November 7, 2012 meeting.

Administrator's Report:

*** The Michigan State Housing Development Authority (MSHDA) awarded Emmet County \$426,800, \$350,000 for rehabilitation and \$76,800 for administrative costs, for housing rehabilitation in the Emmet Street corridor of Petoskey through an HRF grant. Candidates will be considered mostly on a first come first served basis, although there is a need component. The program will be advertised on the County's web site and the Communications Director will prepare a news release. There will be a direct mailing to the homeowners in the corridor.

*** The placemaking program parameters were shared with the Council members via overhead. Some changes were suggested. The final product will be e-mailed to the Council when it is received from Mr. Ball. Mr. Scheel met with the Emmet County Planning department and the planners in the cities of Petoskey and Harbor Springs and the elected officials in Alanson. He solicited information from them regarding goals and infrastructure. Mr. Booth made a motion to recommend the Emmet County Place-based Targeting Strategy to the Emmet County Board of Commissioners. Mr. Ashley seconded the motion. By unanimous voice vote the recommendation was approved.

Jobs in Progress:

Job 11-11 - Mr. Ashley made a motion to award the bid for this roof project to Golding Construction at a price of \$7,310.00, the homeowner to be required to use the contractor's disposal services. The money for this project will be from the County allocation. Mr. Booth seconded the motion. By unanimous voice vote this project will

proceed.

Job 11-13 - Mr. Atchison made a motion to award the bid for this roof project to Meyers Mobile Home Service at a price of \$6,115.00. The money for this project to come from:

Program income	\$3,900.00
County appropriation	2,115.00
CDBG emergency funds	100.00

Mr. Ashley seconded the motion. By unanimous voice vote the recommendation was approved.

Job 11-15 - Mr. Atchison made a motion to put this emergency roof repair project out for bid. CDBG emergency funds will be used. Mr. Booth seconded the motion. By unanimous voice vote this project will go out for bid.

Mr. Scheel reviewed the current financials with the Council. He noted that all the 2011 CDBG money has been spent. The County cannot apply until the end of 2013 for another \$200,000.00. Mr. Scheel indicated that there was occasionally unused money from other governments. He will explore this possibility.

Other Business:

*** Mr. Van Berlo made a motion that the Council continue to meet on the first Wednesday of each month at 10:00 a.m. through 2013. Mr. Ashley seconded the motion. By unanimous voice vote the meeting schedule was adopted. Ms. Van Allen will post the schedule and secure use of the controller's conference room.

*** The Council discussed presentations to MSHDA and to the County Board.

*** Mr. Atchison made a motion to approve Emmet County agreeing to take a second position to a lender for the Ruemenapp house. The refinancing will significantly lower the monthly payments. It was determined that there was adequate value in the house to accommodate both notes. Mr. Booth seconded the motion. By unanimous voice vote the motion was approved.

*** Ms. Van Allen let the Council members know that their appointments are open ended.

*** The Council discussed offering a seat to someone appointed by the City of Petoskey for the duration of the HRF grant. (Ms. Van Allen discovered subsequently that the County's Controller, Lyn Johnson, had made this offer to the City Manager, Dan Ralley, and the offer was declined.)

Public Comment:

*** None

A motion to adjourn was made and was unanimously approved.