

Emmet County Housing Council

A meeting of the Emmet County Housing Council was held on January 8, 2014 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.

The Council members reviewed and approved the minutes of the December 4, 2013 meeting.

Administrator's Report:

*** NMCAA has been performing insurance and property tax audits. Ms. Hartman has discovered some debtors without insurance and a couple of tax delinquencies. There will be follow up.

*** Ms. Hartman has also discovered where a tax bill is now being mailed to Arizona. There is the potential that the Emmet County property is now a rental and she will follow up to discover the current circumstances.

*** Mr. Scheel has discovered a mortgaged property where there was a transfer to a family member and a subsequent sale of a portion of the property to an unrelated party. There was no response to the initial letter to the original mortgagee but now that a second letter has been sent with a copy to the unrelated party there has been a response. Mr. Scheel will continue to pursue repayment of this loan on which \$12,500 is due.

Jobs in Progress:

Job E11-16 - complete.

Job E11-19 - punch list completed.

Job E12-02 - Mr. Booth made a motion to put this emergency roof project with an estimate of \$7,600 out for bid. The house is in Carp Lake and is in okay condition. There is a leak in the kitchen due to the roof problem. The money will come from CDBG emergency funds. Mr. Van Berlo seconded the motion. By unanimous voice vote this project will go out for bid.

Job E12-03 - verifications are taking time.

Job P11-03 - tabled until client information is available.

Other Business:

*** Mr. Scheel presented new project spreadsheets.

Public Comment:

*** None

A motion to adjourn was made and was unanimously approved.

MSHDA - Michigan State Housing Development Authority
CDBG - Community Development Block Grant
RD - Rural Development
HPG - Housing Preservation Grant
MCDA - Michigan Community Development Association
DHS - Department of Human Services
NMCAA - Northwest Michigan Community Action Agency
HUD - Housing and Urban Development

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