

Emmet County Housing Council

A meeting of the Emmet County Housing Council was held on March 5, 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
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 February 5, 2014 meeting.

Administrator's Report:

*** NMCAA partnered with Northern Homes to attempt to attract more contractors to be lead abatement certified. They offered a 4 day lead supervisor course at a cost of \$400 for certification. One person on a job must have this level of qualification. Other staff on the job need to take 3 days of this 4 day course. 5 contractors and 1 staff person attended the course. Of the 6, 5 are eligible for reimbursement per the Council's decision at the February meeting.

*** Odom and Scheel will attend a MCDA conference next week for continuing education credits. Concrete and a regional housing study are on the agenda.

*** Tomorrow in Traverse City there is a regional housing meeting with MSHDA. The purpose is to improve relationships between MSHDA and the housing rehabilitation professionals. Topics include:

- Slow response time
- Contradictory information being dispensed
- Lack of leadership
- Policy changes without communication

*** Scheel sent out 12 packages to contractors for 3 projects since the last Housing Council meeting. He received only one response which was a statement that the contractor was not interested at this time. To correct this problem Scheel will attempt to double the size of the current contractor list in use. He will personally contact builders before including them on the list. He was unsuccessful in having the local homebuilders association provide him with a list of contractors. The president of this association will be invited to a future meeting as will a representative of the Petoskey News Review.

Jobs in Progress:

Job 12-02 - this project was re-bid because the only bid received was more than 10% less than the estimate. Ashley made a motion to award the contract for roof repair to Simmons & Sons Builders at a cost of \$7,600. Booth seconded the motion. By unanimous voice vote the contract was awarded.

Other Business:

*** Scheel volunteered to make a presentation to the Emmet County Board of Commissioners at the April 8, 2014 administrative meeting on the projects that have been accomplished in the past year.

*** Scheel has reached an accommodation with a County rehabilitation client whose property was discussed in January. There was a transfer of property to a family member and subsequent sale of a portion. The loan will be repaid at \$200 per month.

*** Scheel is working on the guidelines revisions. He will send a draft and a narrative behind the reasons for the changes before bringing it to the Council for approval.

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