

Emmet County Housing Council

A meeting of the Emmet County Housing Council was held on May 7, 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 April 2, 2014 meeting with the following exceptions to the first paragraph on page two:

As a first step in a new type of project, **NMCAA has applied to** Neighbor Works for a net zero The demand for this type of home is expected to be hi-lighted by the **Northwest** Michigan

Administrator's Report:

*** It was reported that in last week's Petoskey News Review there was a complimentary article reporting the Housing Council's rehabilitation program in the Emmet Street corridor of Petoskey. There was also an editorial kudos for the program.

Jobs in Progress:

Job E12-03 - Booth made a motion to put this project, estimated to cost \$39,685.00, out for bid. The money for this project will come from the 2012 CDBG/MSHDA grant. The owners of this Brutus Road home are very low income. There is no outside mortgage on this property which is assessed at \$35,400 and includes 9.96 acres. Scheel discovered that there is a \$9,000 Emmet County lien on the property from a previous rehabilitation project when the parents of the current inhabitants owned the property. Because the current owners, who might have qualified to continue to defer payments on the old loan, did not report the transfer, the loan became due. A payment plan will be implemented. Atchison seconded the motion. By unanimous voice vote contractor bids will be solicited.

Job E12-05 - Ashley made a motion to obtain bids for rental equipment for removal and disposal of existing shingles and new roofing materials. If the bids come in at \$5,000 or less Scheel is authorized to purchase the materials and pay for the rentals. There was much discussion concerning this project since the current mortgage exceeds the value of the property. It was determined that Atchison would be able to find volunteers to help the

homeowner with the labor portion of the project. Atchison seconded the motion. By unanimous voice vote the purchase of materials and equipment rental was approved.

Job P11-03 - Ashley made a motion to accept the \$20,335 bid from Myers for this project. The reason the bid price exceeds the \$14,110 estimate is mostly because of the \$3,535 roof work addition requested by the homeowner. Booth seconded the motion. By unanimous voice vote this project will be awarded to Myers.

Job P11-04 - Ashley requested that a portion of the porch be painted. Scheel reported that the request would be accommodated. Atchison let the group know that Rich Hoffman offered a bush from his nursery for this project. Planting will be arranged.

Job P11-05 - Ashley made a motion to accept the \$36,704 bid from Simmons and Son for this project. Only one bid was received but it is within 10% of the \$34,085 estimate. Van Berlo seconded the motion. By unanimous voice vote the project will be awarded to Simmons and Son.

Job P11-08 - Atchison made a motion to obtain bids for this project contingent on the homeowner obtaining a \$5,000 or greater home equity loan to be used as the matching funds on this project estimated to cost \$19,390. Scheel informed the Council that there are two people in the home. The property is assessed at \$38,000. There is no existing mortgage. Van Berlo seconded the motion. By unanimous voice vote this project will go out for bid.

Other Business:

*** The Council asked that they be informed by the NMCAA staff of any rental rehab programs available.

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