

## **Emmet County Housing Council**

A meeting of the Emmet County Housing Council was held on August 6, 2014 at 10:00 a.m. in the administrator'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  
                                          Leslie Casselman, Northwest Michigan Community Action  
                                          Agency

Guests:                         Jessica Meyer, Americor  
                                          Michael Lyons, Little Traverse Bay Bands of Odawa's Housing  
                                          Office

The Council members approved the agenda with the addition of a discussion of the relationship with Northwest Michigan Community Action Agency.

The Council members reviewed and approved the minutes of the July 2, 2014 meeting.

### Administrator's Report:

\*\*\* NMCAA staff participated in a conference call on August 5, 2014 with the MSHDA director of Place Making. HUD feels that Michigan is not spending the housing money fast enough so MSHDA is pushing for accelerating projects to completion. Also, the county will no longer be eligible for an automatic \$200,000 grant every two years. Clients will need to be solicited before a grant will be provided. A suggestion was made that these projects be bundled and put out for

bid as one package to entice contractors.

\*\*\* Booth made a motion to send a letter to Governor Snyder suggesting that local control of the choice of housing projects makes more sense than the mandated sense of place requirement. Ashley seconded the motion. By unanimous voice vote Murphy was directed to draft a letter to be sent to the governor. The Emmet County Board will be asked to also send a letter.

#### Jobs in Progress:

Job E12-03 - the single bid received exceeded the \$39,685 estimate by \$23,433. The biggest reason for the excess is that a roof system was bid that exceeds the specifications. NMCAA will ask the contractor to redo his bid based on the specifications. It is felt that the original estimate is accurate.

Job E12-06 - Ashley made a motion to award the bid for this emergency roofing job to Tobey Prevo Residential Services for \$6,900. The homeowner has cured the mortgage delinquency that originally disqualified his application. Atchison seconded the motion. By unanimous voice vote this project will be awarded to Tobey Prevo.

Job E12-07 - this house does need a new roof and excavation may be more than the estimate. This may put the project cost in excess of the Council's limit. NMCAA has two contractors working on bids.

Job P11-06 - this is the house that is collapsing into the basement. Scheel's estimate of construction costs puts this project past the Council's limit. Scheel will explain the condition of this house to the City of Petoskey's planner.

Job P11-07 - the appraisal for this house was promised but has not yet been received.

Job P11-08 - Atchison made a motion to approve acceptance of a bid of \$27,188 from Jordan Construction for this project. The homeowner had the contractors add projects not estimated by Scheel. The \$27,188 will cover the original projects. If matching funds from a HPG are available the plumbing, insulation and siding projects may be revisited. Booth seconded the motion. By unanimous voice vote this project will be awarded to Jordan Construction.

#### Other Business:

\*\*\* Odom is going to request a one year extension for the City of Petoskey Emmet Street corridor housing grant.

\*\*\* NMCAA is in the process of hiring staff to replace Scheel and Hartman. It will take several months to train this staff. In the interim, Odom with the support of Traverse City staff will provide service to the Housing Council for the Emmet County projects.

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

Aug 14, 2014  
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