

## **Emmet County Housing Council**

A meeting of the Emmet County Housing Council was held on October 1, 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

Excused absence                 Martin Van Berlo

Staff present:                   Cynthia Van Allen, Finance Director

Third party administrators:   Cathy Odom, Northwest Michigan Community Action Agency  
  Lindsay F. Hager, President, Hager Consulting LLC

Guests:                         Jonathan Scheel

The Council members approved the agenda.

The Council members reviewed and approved the minutes of the September 4, 2014 meeting with one amendment.

### Administrator's Report:

\*\*\* An Americor volunteer has disseminated 100 flyers in the Emmet Street corridor area which has resulted in three phone calls from potential clients.

\*\*\* Odom introduced Hager who has contracted with NMCAA to provide services for the Emmet County Housing Council.

\*\*\* The homeowner from job 11-07 has filed a "statement of complaint" with the Emmet County Construction Resources department against the contractor, Simmons & Sons, who completed rehabilitation work. Van Berlo let Odom know that this complaint will be sent to the State of Michigan. He doesn't believe it will go far as the complaints are mainly related to workmanship issues. This is the first complaint against Simmons so no Council action is required. The homeowner has completed all closing documents.

\*\*\* Murphy requested that the Council receive a copy of the final punch list for each future project. He also asked to be notified of any future injuries on job sites.

#### Jobs in Progress:

Job 12-01 - Weatherization will replace the boiler. The homeowner does qualify for a \$7,400 Rural Development loan which will be used for basement stairs and carpet. There will also be a \$9,593 Housing Preservation Grant.

Job 12-06 - this project will use County appropriation funds since it is not eligible under MSHDA guidelines.

Job P11-03 - homeowner is going to do some of the work to keep the mortgage to a minimum.

Job P11-07 - Ashley made a motion to approve going forward with the project if the homeowner will commit to spending \$3,000 of her IRA. \$6,000 for the project will come from County appropriation. Booth seconded the motion. By unanimous voice vote the motion passed.

Job P11-08 - applications for a \$2,500 Rural Development loan and a \$7,500 senior grant have been filed. Atchison made a motion to re-bid this project. Ashley seconded the motion. By unanimous voice vote the motion passed.

#### Other Business:

\*\*\* Odom passed out potential CDBG Program Guidelines for the Petoskey Emmet Street corridor grant.

\*\*\* Atchison made a motion that, since a 25% match is required for the corridor grant, the Council would prefer that NMCAA find outside matches where possible in order to preserve the County appropriation funds.

\*\*\* A discussion ensued regarding increasing the loan ratio on the corridor grant to 120% of the house's value.

#### Public Comment:

\*\*\* None

A motion to adjourn was made and was unanimously approved.