

## **Emmet County Housing Council**

A meeting of the Emmet County Housing Council was held on December 3, 2014 at 10:00 a.m. in the commissioners' board 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: Lindsay Hager, Northwest Michigan Community Action Agency

Guests: Amy Tweeten, City of Petoskey Planner

The Council members approved the agenda.

The Council members reviewed and approved the minutes of the November 5, 2014 meeting.

### Administrator's Report:

\*\*\* Amy Tweeten, City of Petoskey Planner, let the Council know that there will be a lead abatement treatment class from February 23 to 26, 2015 at a cost of \$125.00 per participant. This four day class is required for any contractor dealing with lead abatement. Any MSHDA project of \$25,000 or more requires lead abatement. For projects of less than \$25,000, contractors can attend a one day lead class.

### Jobs in Progress:

Job 12-08 - the lead assessment has been ordered. Once that task is completed, the project will go out for bid.

Job 12-10 - Atchison made a motion to award the bid for this rehabilitation to Jordan Construction for \$17,598.00. Van Berlo seconded the motion. By unanimous voice vote this project will be awarded to Jordan Construction.

Job 12-13 - Atchison made a motion to award this project to Northern Well Drilling at a cost of \$10,377.00. Ashley seconded the motion. By unanimous voice vote the job will be awarded to Northern Well Drilling.

Job 12-14 - denied, lack of equity.

Job 12-15 - the lead assessment has been ordered. Once that task is completed, the project will go out for bid.

Job 12-19 - Ashley made a motion to put this project, estimated to cost \$15,250.00 out for bid. Van Berlo seconded the motion. By unanimous voice vote this job will be put out for bid.

Job 12-20 - Atchison made a motion to put this emergency roof project with an estimated cost of \$15,500.00, out for bid. Booth seconded the motion. By unanimous voice vote this job will be put out for bid.

Job P11- 03 - the home owner has accomplished some of the work that was part of the original estimate. Hager will review and update the estimate next Monday with the client.

Job P11-07 - Booth made a motion to accept the bid of \$38,693.00 from Jordan Construction for this project. \$7,000.00 from County appropriation money, \$3,000.00 from the homeowner, and the balance from the MSHDA grant. Ashley seconded the motion. By unanimous voice vote this job will be awarded to Jordan Construction.

Job P11-08 - Ashley made a motion to accept the bid of \$35,805.00 from Jordan Construction for this project. 25% of the total will be paid by County appropriation money and the balance from the MSHDA grant. Atchison seconded the motion. By unanimous voice vote this job will be awarded to Jordan Construction.

Other Business:

\*\*\* By general consensus the 2015 meetings for the Council will be the first Wednesday of each month at 10:00 a.m. in the commissioners' board room.

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

Dec 29, 2014  
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