

## **Emmet County Housing Council**

A meeting of the Emmet County Housing Council was held on August 5, 2015 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 administrator:       Lindsay Hager, Northwest Michigan Community Action Agency

Guest:                                  Amy Tweeten, City of Petoskey Planner

The Council members approved the agenda.

The Council members reviewed and approved the minutes of the July 1, 2015 meeting.

### Administrator's Report:

\*\*\* Hager and Van Allen discussed a client's payment delinquency. Additional information on the property in Brutus will be gathered and a meeting will be arranged.

\*\*\* Emmet County has only \$7,500 uncommitted in the general \$200,000 MSHDA grant. Hager contacted MSHDA to discuss the potential for applying for another grant. MSHDA personnel informed him that at this time there is not money available.

\*\*\* Hager is speaking on "best practices in homeowner rehabilitation" for MSHDA at a conference in Lansing.

\*\*\* Hager reported that the contractor Simmons completed Job 11-16, two decks, for a cost of \$290.00 using mostly materials on hand. Van Allen was instructed to send Simmons a thank you card.

Jobs in Progress:

Job 12-21 – the client had obtained bids for drilling a well and tree removal. Since there was no water available to the homeowner and trees had to be removed before the well driller could work, Hager authorized the lowest bidders in both categories, Ramsby Drilling, \$5,978, and Williams Tree Removal, \$900, to go ahead with these two projects. Atchison made a motion to approve awarding the bid at \$9,055 for the balance of the work on this job to Robert Gokee Builder. Van Berlo seconded the motion. By unanimous voice vote this project will be awarded to Robert Gokee Builder.

Job 12-22 – Ashley made a motion to accept the \$19,609 bid from Thor Contracting for this job. Booth seconded the motion. By unanimous voice vote this project was awarded to Thor Contracting.

Job 12-24 – Ashley made a motion to accept the \$5,830 bid from Randy Searles for tree removal services. This homeowner already has a County housing rehabilitation loan. There is no emergency money left in the current MSHDA CDBG so County appropriation funds will be used for this project. Atchison seconded the motion. By unanimous voice vote this project will be awarded to Randy Searles.

Job P11-11 – Atchison made a motion to put this project out for bid. Ashley seconded the motion. By unanimous voice vote this project will be put out for bid.

Job ??-?? – the homeowner wants to replace the manufactured home currently on property in Pellston. Cost of a replacement trailer, removal of the old one, a well, etc. will cost more than the Council is willing to spend since the property value will be less than the investment.

Other Business:

\*\*\* None

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 11, 2015  
hsng cncl min-aug