

Emmet County Housing Council

A meeting of the Emmet County Housing Council was held on December 2, 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: None

The Council members approved the agenda.

The Council members reviewed and approved the minutes of the November 4, 2015 meeting.

Administrator's Report:

*** None

Jobs in Progress:

***11-09 Ashley made a motion to approve a change order of \$3,719.00 which will add a barrier free bathroom to this project. The money will come from County appropriation funds. Atchison seconded the motion. By unanimous voice vote the change order was approved.

*** 11-12 Booth made a motion to approve a change order of \$11,418.00 which will add a roof and deck to the back of the house replacing a rotting roof over the outside basement entrance, which is the only access, and cover some decaying cement and rotting steps. \$4,761.00 will come from MSHDA funds, the Petoskey grant, and the balance, \$6,657.00 from County appropriation. Atchison seconded the motion. By unanimous voice vote this change order was approved.

*** 12-25 Van Berlo made a motion to spend up to \$4,000.00 to add insulated skirting and relocate the hot water heater for a used manufactured home on Mitchell Road. Atchison seconded the motion. By unanimous voice vote this project, which will use County appropriation money, was approved.

Other Business:

*** Hager let the Council know that a \$300,000.00 grant application has been submitted to MSHDA.

*** Michigan Economic Development Corporation is taking over MSHDA. It is not yet know what this means to the State's housing rehabilitation program.

***NMCAA prepared a chart that shows that since 2009 with four grants from MSHDA, totaling \$1,019,636, and the County appropriation, totaling \$366,091.00, the program has leveraged another \$279,347 for a rehabilitation total of \$1,665,074. NMCAA also prepared maps showing where the rehabilitation projects occurred in the County.

*** The Council members determined to continue meeting on the first Wednesday of the month at 10:00 a.m. for 2016.

*** Ashley made a motion authorizing soliciting requests for proposals for a third party administrator for the rehabilitation program. MSHDA requires this exercise every three years and this will be a requirement if the County is awarded a grant. The criteria to be used to determine the successful bidder will be a discussed at the January 2016 meeting. Booth seconded the motion. By unanimous voice vote the recording secretary was authorized to place an ad.

*** The current program guidelines were distributed. MSHDA requires some changes and there may be others that the Council wishes to implement. Updating this document will be an exercise for a 2016 meeting.

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
MEDC – Michigan Economic Development Corporation

Dec 8, 2015
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