

## MARQUETTE HOUSING COMMISSION

Board Meeting Minutes  
January 23, 2018



The meeting was called to order by Kruhak at 12:12pm.

1) Roll Call

PRESENT: Kruhak, Lankinen, Norberg, Cerioli, Maki and Hurley

ABSENT: None

2) APPROVAL OF AGENDA: A motion was made by Lankinen, seconded by Cerioli to approve the agenda. Motion passed unanimously.

3) APPROVAL OF PREVIOUS MEETING MINUTES: A motion was made by Lankinen, seconded by Norberg to approve the December 19, 2017 minutes. Motion passed unanimously.

4) PUBLIC COMMENT: None

5) Consent Agenda:

(a) Executive Director's Report:

LAKE SUPERIOR VILLAGE:

Youth & Family Center: Obtained a license and now the YMCA can bill a grant for meals provided. Will change the license to MHC name.

Security Grant: Completely expended (\$100,500) and all cameras and locks installed. Tenants like the deadbolts.

Waste Pipes: MC Smith preparing RFP for sewer pipes and installation of flooring throughout first floor. Kruhak questioned why we needed new pipes. E.D. explained they are old. Capital Fund grant \$373,745 must be 90% obligated by April 12, 2018.

Currently \$272,755.68 expended, leaving \$100,989.32 not expended, which is short \$63,614.82.

PINE RIDGE:

REAC Findings: Sprinkler heads replaced. Other finding not appealed because of legitimacy. Electrical findings fixed. Door closures in process of being removed. Exit lights have batteries. They will be routinely checked. In the spring RFP for roof repair to be sent out.

EXECUTIVE DIRECTOR:

Annual Audit: Smith and Klaczkiwicz were awarded the contract, which is good for up to five years. Audit scheduled for February 6, 2018.

Service Coordinator Grant: HUD responded to ED email. Announcement will be made at a later date.

SEMCO Bill: Rate for LSV from .59278 to .56944 resulting in a 4% savings.

NAHRO: Attended quarterly meeting Chicago beginning of January.

RAD Training: E.D. will be attending training to gather information how to proceed.

(b) Financial Statements: Everything is on target.

- (c) Cash Position Statement: There is the large difference in River Valley due to the CD.
  - (d) Approval of Checks (Current and previously issued reviewed.) Code Electric payments questioned and E.D. explained what job was performed.
  - (e) Housing Choice Voucher Progress Report: Needed a front load for February.
  - (f) Pine Ridge: Project Performance Reports: Accounts receivable is doing great. Kruhak questioned two people gone.
  - (g) Lake Superior Village Report: Also doing great with collections.
- Lankinen moved, seconded by Norberg to approve the Executive Director report. Motion passed unanimously.

6) Tenant Accountant Receivable Write Offs:

- (a) Pine Ridge -\$472.81. Lankinen moved, seconded by Norberg to approve the write offs. Motion passed unanimously.
- (b) Lake Superior Village- \$1621.10 Lankinen moved, seconded by Norberg to approve the write offs. Motion passed unanimously.

7) Communication:

- (a) HCV Audit
- (b) SEMAP score 100%

8) Old Business:

- (a) Strategic Planning Meeting: March 8, 2018 at the Delft from 1-5 pm.
- (b) ED Evaluation – Kruhak will follow up.

(9) New Business:

- (a) Resolution 2018-4 Income Limits. Motion made by Lankinen, seconded by Norberg to approve the resolution. Motion passed unanimously.

10) Commissioners Comments: Cerioli-none. Lankinen-We need to vote on a Vice President. Norberg-none. Kruhak-Wants to put the vote on the agenda for next meeting. Would like to work on Zoning Board.

11) Public Comment: None

12) Adjournment: Kruhak adjourned the meeting at 12:36 pm.

President: \_\_\_\_\_

Igor Kruhak

Executive Director: \_\_\_\_\_

Sharon Maki

Susan Hurley, Minutes