

MARQUETTE HOUSING COMMISSION

Board Meeting Minutes October 22, 2019

The meeting was called to order by Lankinen at 12:04 pm.

1) Roll Call

PRESENT: Lankinen, Norberg, Schumacher, Stark, Maki and Hurley

ABSENT: Turner

2) APPROVAL OF AGENDA: Motion made by Schumacher, seconded by Stark, to approve the agenda as presented.

Ayes: All

Nays: None

3) APPROVAL OF PREVIOUS MEETING MINUTES: A motion was made by Stark, seconded by Schumacher, to approve the September 24, 2019 minutes. No questions or comments. Motion passed unanimously.

Ayes: All

Nays: None

4) PUBLIC COMMENT: None

5) Consent Agenda:

(a) Executive Director's Report

LAKE SUPERIOR VILLAGE:

Youth & Family Center: They have started serving a meal instead of a snack after school. Enrollment healthy.

PINE RIDGE APARTMENTS:

Roof: The roofing project has been completed, including the lightening protection system. Firestone needs to do final inspection for warranty. Community roof was not a part of this project.

Elevator: The elevator engineer expects to have the specifications for the elevator completed this week.

Fire Restoration: The insurance adjuster was in this morning, our architect, and our insurance company's Senior Claims Adjuster have yet to finalize the scope of work for the repairs.

Penthouse Cleanup: SCI cleaned up the penthouse the week of October 14th. The smoke smell has dissipated, but the walls remain stained by the soot.

EXECUTIVE DIRECTOR:

RAD: We are currently working on the gap funding application to MSHDA. It is due November 14th. The application requires an environmental survey, an ALTA (boundary) survey, and an appraisal of both properties. The environmental survey was awarded to ASTI Environment out of Grand Rapids. The ALTA survey was awarded to TriMedia out

of Marquette and is almost completed. The appraisal was awarded to Gil Group from Dexter, Missouri and will be conducted this week. Commissioner questioned why from Missouri and it is because they specialize in public housing.

NAHRO: I attended the fall national NAHRO conference in San Antonio. I am currently not sitting on any national committees; however, NAHRO staff has indicated they would like to appoint me to at least one committee. My two year term as MI NAHRO Senior Vice President began in September. My duties will include appointing and participating in a conference committee for the annual MI NAHRO meeting. Still waiting for a date for the Commissioner training.

(b) Financial Statements: None due to FYE.

(c) Cash Positions Statement: Capital funds and general funds explained. E.D. to apply for a grant for the 9th floor. Can use sweep account. More discussion about the CD next month.

(d) Approval of Checks (Current and previously issued reviewed): UP Kubota invoice paid two times.

(e) Housing Choice Voucher Progress Report: Need to lease more.

(f) Pine Ridge: Project Performance Reports:

(g) Lake Superior Village Report:

(h) Tenant Accountant Receivable both Write Offs: \$2,882.69

1. Pine Ridge - \$0

2. Lake Superior Village- \$2,882.69

a. \$1,762.07 unpaid rent

b. \$1,120.62 maintenance charges

Motion made Schumacher, seconded by Norberg, to approve the consent agenda. Motion passed unanimously.

Ayes: All

Nays: None

Motion made by Norberg, seconded by Schumacher, to approve the write-offs. Motion passed unanimously.

Ayes: All

Nays: None

6) Communications: Lawsuit is at a standstill.

7) Old Business: None

(8) New Business

(a) Resolution 2020-01 Reconciliation of Booked Assets

Motion made by Norberg, seconded by Schumacher, to approve Resolution 2020-01.

Ayes:

Nays:

(b) Resolution 2020-01 Housing Choice Voucher Fair Market Rent

Motion made by Norberg, seconded by Schumacher, to approve Resolution 2020-02.
Motion passed unanimously.

Ayes: All

Nays: None

9) Commissioner Comments: Norberg – None, Stark – Econo gift cards from donation fund, Schumacher – None, Lankinen – E.D. salary needs to be addressed.

Motion was made by Schumacher, seconded by Stark, to make a salary adjustment to the E.D. salary.

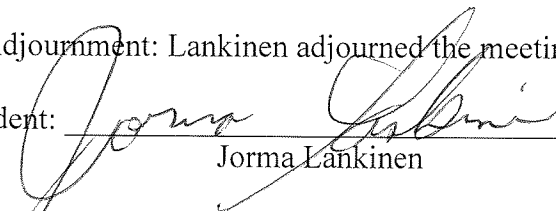
Ayes: All

Nays: None

10) Public Comment:

11) Adjournment: Lankinen adjourned the meeting at 12:40 pm.

President:



Jorma Lankinen