

# MARQUETTE HOUSING COMMISSION

## Board Meeting Minutes November 25, 2019

The meeting was called to order by Lankinen at 12:00 pm.

### 1) Roll Call

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

ABSENT:

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

Ayes: All

Nays: None

3) APPROVAL OF PREVIOUS MEETING MINUTES: A motion was made by Schumacher, seconded by Norberg, to approve the October 22, 2019 minutes. No questions or comments. Motion passed unanimously.

Ayes: All

Nays: None

4) PUBLIC COMMENT: Person requested to be removed from the No Trespass List. Lutheran Social Services representative read a request for a change in the ACOP regarding MHC to consider setting aside a unit at the LSV complex. Room at the Inn representative wanted to just listen.

### 5) Consent Agenda:

(a) Executive Director's Report

#### **LAKE SUPERIOR VILLAGE:**

**Youth & Family Center:** Programming going well. Big Brothers/Big Sisters are working with NMU to provide Dude Power and Girl Power. On December 6<sup>th</sup> the TKE fraternity will finish their tub push fundraiser at the Y&F Ctr. We are expecting at least two City Commissioners to be in attendance.

**Inspection:** The REAC is contracted by HUD to do a physical inspection of properties every 2-5 years depending upon your previous inspection score. The inspection is next week.

#### **PINE RIDGE APARTMENTS:**

**Roof:** Firestone has yet to inspect the roof to ensure proper installation. Therefore, we do not have a warranty on the roof. Commissioner concerned that snow will soon cover the roof.

**Elevator:** We still need to send out the RFP.

**Fire Restoration:** First Contracting is planning to be on site at the beginning of December. Still waiting from insurance company if they will pay for asbestos abatement.

#### **EXECUTIVE DIRECTOR:**

**RAD:** The gap funding Low Income Housing Tax Credit (LIHTC) was submitted November 15<sup>th</sup>. We were able to get our 4% set aside. Zoning issues have been cleared. 501(c)3 has been established. E.D. will make a flow sheet to further explain how the transition will work. Question if the new board will receive a salary. Waiting for tax credits from MSHDA.

(b) Financial Statements: None due to FYE.

(c) Cash Positions Statement: CD is due on 12/4/19. Motion made by Schumacher, seconded by Turner, to put the CD in the highest 6 month earning rate.

AYES: All                      NAYES: None

Review of those invoices reimbursed by our insurance company.

- (d) Approval of Checks (Current and previously issued reviewed):
- (e) Housing Choice Voucher Progress Report: HUD said we are doing well.
- (f) Pine Ridge: Project Performance Reports: In a good position.
- (g) Lake Superior Village Report: All units filled.
- (h) Tenant Accountant Receivable both Write Offs:
  - 1. Pine Ridge - \$0
  - 2. Lake Superior Village- \$2,882.69

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

Ayes: All                                      Nays: None

6) Communications: Commissioners are still interested in training, even if it is down state. E.D. ordered handbooks for the Commissioners.

7) Old Business: HUD lawsuit is still ongoing.

(8) New Business

- (a) Resolution 2020-03 HCV Utility Rates
- (b) Executive Director's Annual Review and Raise

Motion made by Schumacher, seconded by Norberg, to approve Resolution 2020-03.

Ayes: All                                      Nays:None

(b) Executive Director's Annual Review and Raise

Motion made by Schumacher, seconded by Norberg, to approve the E.D. annual review and \$4000.00 raise. Motion passed unanimously.

Ayes: All                                      Nays: None

9) Commissioner Comments: Turner – thanked for handbook, Stark – thanked for handbook, Schumacher – Initiated conversation regarding the no trespass request, Lankinen – Gave multiple compliments for the E.D.'s performance. There will be no December board meeting.

10) Public Comment: None

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

President:   
Jorma Lankinen