

MARQUETTE HOUSING COMMISSION

Board Meeting Minutes

June 2, 2020

The meeting was called to order by Schumacher at 12:02 pm.

1) Roll Call

PRESENT via Zoom: Norberg, Schumacher, Stark, Turner, Maki and Hurley

ABSENT: Lankinen –Motion made by Turner, seconded by Stark, to excuse the absence.

Ayes: All Nays: None

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

Ayes: All Nays: None

3) APPROVAL OF PREVIOUS MEETING MINUTES: Motion made by Turner, seconded by Stark, to approve the April 21, 2020 minutes. No questions or comments.

Ayes: All Nays: None

4) PUBLIC COMMENT: None

5) CONSENT AGENDA:

(a) Executive Director's Report

LAKE SUPERIOR VILLAGE:

Youth & Family Center: Remains closed. Will continue sanitizing.

Staff: Sarah works from home. Jacini works from home 4 hours and comes in to the office 4 hours x 5 days a week.

PINE RIDGE APARTMENTS:

Elevator: First Contracting has made a down payment for the elevator.

Fire Restoration: Air handler may cost more than anticipated.

Staff: Heidi continues working four hours a day in the office and four from home. Jacki is working part time at home. One maintenance person comes in Monday through Saturday to sanitize and do spring yard work.

EXECUTIVE DIRECTOR:

RAD: Both financing plans have been submitted to HUD.

Working towards a July 31 closing.

Data System: We went LIVE today with our new YARDI system.

Other: I continue working in the office Monday-Thursday and at home on Friday. Susi is working in the office every day.

(b) Financial Statements: Commissioner questioned the recreation line so high. It is due to the gift cards from the fire to replace lost food.

(c) Cash Positions Statement: Good

(d) Approval of Checks (Current and previously issued reviewed): Commissioner question why First Contracting had a \$1,000,000.00 work order increase. It was from the

initial bid for RAD conversion and then the fire happened, which made more work for them from initial bid.

(e) Housing Choice Voucher Progress Report: HUD gave more money to spend during COVID-19, however it's hard for people to go search for rentals.

(f) Pine Ridge: Project Performance Reports:

(g) Lake Superior Village Report:

(h) Tenant Accountant Receivable both Write Offs: \$331.66 LSV unpaid rent for one tenant.

Motion made by Turner, seconded by Norberg, to approve the consent agenda.

Ayes: All

Nays: None

Motion made by Stark, seconded by Norberg, to approve the write-offs.

Ayes: All

Nays: None

6) Communications: Nothing new on the lawsuit, courts have been closed.

7) Old Business: None

8) New Business:

(a) Pine Ridge Financing Plan: Review of loans for each property. HUD is requiring us to have a certain amount in the bank for Reserve for replacement of capital needs.

Expenditure of the reserve will need to be approved by ASHUP then a request to HUD to spend the funds can be made.

(b) Cares money through COVID-19 has been provided to both AMPS. Computers and related hardware to be purchased to allow staff to work remotely

(a) Pine Ridge \$39,890.00

(b) LSV \$59,362.00

Motion made by Norberg, seconded by Stark, to utilize the cares money for updating communication equipment.

Ayes: All

Nays: None

9) Commissioner Comments: Stark – Thanks for moving the meeting and acquiring new communication equipment. Schumacher – Grateful for the Cares money.

10) Public Comment: None


11) Adjournment: Schumacher adjourned the meeting at 12:28pm.

President:



Jorma Lankinen

Vice President:



Paul Schumacher