

MARQUETTE HOUSING COMMISSION

Minutes

January 26, 2010

The meeting was called to order by Vice President Scullion at 4:08 P.M.

Present: Scullion, Jordan, Zoller , Jeeves arrived later

Absent: Burcar

In Attendance: Michael Dvorscak, Carolyn Sironen, Tammy Shega

Pelto asked that 'changing banks' be added to New Business.

Approval of Minutes: Motion by Zoller, seconded by Jordan, to approve the December 15, 2009, regular meeting minutes as presented. Motion carried unanimously.

Public Comment: None

Bills and Communications: Motion by Jordan, seconded by Zoller, to approve and authorize payment of post-December 15 bills totaling \$83,975.90 and January 2010 bills totaling \$106,832.58 for General Fund, \$7,353.83 for Capital Fund; and \$430.98 post-December bills and January 2010 bills of \$24,956.04 for the Housing Choice Voucher Program. Pelto explained the bills that were out of the ordinary. Motion carried unanimously.

Communications: None

Cash Position Statement: Motion by Jordan, seconded by Zoller, to accept and place on file, the Dec. 2, 2009 Cash Position Statement. Pelto reported an investment matured at River Valley for \$121,389.70 (1.45 % interest) on Jan. 13 and was moved to mBank at 1.79% interest. Motion carried unanimously.

Operating Statements: Motion by Zoller, seconded by Jordan, to accept and place on file the November and December 2009 Operating Statements. Motion carried unanimously.

TAR Reports, November 2009: Motion by Zoller, seconded by Jordan, to approve and place on file the December 2009 TAR reports. Pelto distributed a corrected "Write-Off Report" for LSV. Motion carried unanimously.

Summary of Project Performance, November, 2009: Motion by Zoller, seconded by Jeeves, to accept and place on file the December Summaries of Project Performance for Pine Ridge and LSV. Pelto pointed out that PR had 99% occupancy, 4 day turnover, all recerts were done on time and 0 for outstanding rent. LSV reflected a 98% occupancy,

27 turn over days (with assurance that will be corrected by Jan.), all recerts done on time and 1% in outstanding rent. Excellent. Motion carried unanimously.

Executive Director's Report

A & F Construction: All work is done, project closed out.

2010 LSV Exterior Improvements-Plans and Specifications: These are being prepared by our architect, I'm hopeful to have them for initial review in February, would like to bid in March, award in April, get an early start. Today the board approved \$3,040 in architectural work for this project.

Truck: Has been received and is featured on the front page of the December LSV Newsletter.

MAHPI: A HUD appraiser was scheduled to come look at the site on Thursday, Jan. 21 (later cancelled by HUD and now tentatively set for Thursday, Jan. 28); the Board approved the ACOP (Selection Criteria), House Rules and Tenant Application at their board meeting on Thursday, Jan. 21. The project is scheduled for the A-95 Review before Marquette County Planning on Feb. 3. Bill Jeeves, liaison between the MHC and MAHPI has asked if we would appoint another board member to temporarily fill in for him during his wife's illness. Motion by Zoller, seconded by Scullion, to appoint Jordan to serve as liaison to MAHPI Board on a temporary basis. Jordan accepted. Motion carried unanimously.

Audit: The report is expected for the February meeting. The auditor requested additional information which was forwarded to them (by fax) Monday, Jan. 25. Jordan asked for more information on collateralization, what does it mean. Peltó explained that FDIC insures up to \$250,000 at any bank, if we have any investments over and above this limit the bank must either collateralize or pledge specific assets for those amounts greater than the \$250,000 as a guarantee. If the bank were to go 'belly up', we would still have our money, all of it. Peltó also reported that the FDIC amount used to be \$100,000 and is scheduled at some future date to return to the \$100,000; raising it to \$250,000 was for a specified period of time – Peltó suggested the board stay on top of this to avoid a problem in the future.

Beaudry Complaint: Beaudry did not attend the meeting so must have been satisfied with the outcome of the hearing held during the month of December.

EIV Debts Owed, Notice to Tenant, Applicants: Peltó reported on how this new system recently worked (as it should) regarding an HCV Program participant. She owes over \$1,000 to her HCV landlord so we cannot provide subsidy to her until that debt is paid in full.

Section 3: Peltó explained that this is a program that has been in effect since 1968, however, there is now emphasis by HUD to more enforcement of it, to make it work. As

a result, Pelto is hosting a meeting to which she has invited 48 contractors (and the Negaunee and Ishpeming Housing Commission Directors) to discuss what will be expected of them in future contracts with us. There are penalties and sanctions imposed by HUD if this is not carried out.

Iron Bay Computers: The \$2,400 arrearage has been paid in full.

Other: Broadband: Pelto reported that Michigan State University's application for broadband improvements which included the MHC (two computer labs and main office) and the YMCA (we partnered with them) has been approved. Pelto submitted a Press Release to the Mining Journal on today's date. Exciting! Board said, "Well done!"

Report of Committees:

Pine Ridge: 0 vacancies, 22 on waiting list.

LSV: 2 vacancies, 21 are on the waiting list.

HCV: 39 are under lease, 47 are on the waiting list.

Youth and Family Center: No monthly report received.

Old Business

Merit: The board's requested additions have been added. Motion by Jeeves, seconded by Zoller, to adopt Resolution 2010-07 with a change in wording on the first paragraph, second line, from 'increases' to 'award'. Motion carried unanimously.

New Business

MERS Resolution: Motion by Jeeves, seconded by Jordan, to adopt Resolution 2010-06, Resolution for Changing MERS Benefits. Motion carried unanimously.

COCC Budget Revision: Motion by Jeeves, seconded by Zoller, to approve Resolution 2010-09, 2010 COCC Budget Revision # 1. Motion carried unanimously.

LSV 2010 Budget Revision 1, Resolution 2010-11: Motion by Jeeves, seconded by Zoller, to approve Revision # 1 for LSV. Motion carried unanimously.

Section 3 Policy: After considerable discussion, motion by Jeeves, seconded by Zoller, to adopt Resolution 2010-10 with no provision for penalties or incentives. Motion carried unanimously.

Investment Policy and Minority Business Enterprise Policy: Motion by Jeeves, seconded by Zoller, to re-adopt Resolution 2006-23, Investment Policy, and Resolution No. 127, Minority Business Enterprise Policy and Program. Motion carried unanimously.

Public Speaking Policy: Motion by Jeeves, seconded by Zoller, to adopt Resolution 2010-12, Public Speaking Policy. Motion carried unanimously.

Changing Banks: By consensus of the Board, Pelto was instructed to bid out banking services for the MHC's checking/sweep accounts to see where we can get 'the best deal'. mBank had approached Pelto about this.

Executive Session: Motion by Jeeves, seconded by Zoller, to adjourn into Executive Session as permitted under the Open Meetings Act 15.268 Section 8(c). Motion carried unanimously.

Zoller left the meeting due to not feeling well.

Motion by Jeeves, seconded by Scullion, to adjourn out of Executive Session and to return to regular session. Motion carried unanimously.

It was the decision of the board to not make AFSCME's proposed change to the Union Agreements, it can be considered when the contract opens for renegotiation.

Adjournment: Motion by Jeeves, seconded by Jordan, to adjourn at 5:58 PM. Motion carried unanimously.

A handwritten signature in cursive script that reads "Bonnie J. Pelto".

Respectfully submitted, *Bonnie J. Pelto*