

# Meeting Minutes of the Elk Rapids Housing Commission

August 21, 2018

A Regular Meeting of the Elk Rapids Housing Commission was called to order by President Myrna Howse in the Community Room of the Noble Pines Apartment Building, 701 Chippewa Street, Elk Rapids, Michigan at 3:30 P.M. President Howse then led all participants in the Pledge of Allegiance.

## I ROLL CALL

The following Commissioners were present: Myrna Howse, Marilyn Leix, Marilyn Sinclair, Judy Standerfer, and Margaret VanDenBerge.

Staff: Tony Lentych, Executive Director, Angie Szabo, and Henry Webb.

Others/Guests: Larry Ball.

Public/Residents: Judy Ashley.

NOTE: President Howse noted that Judy Standerfer had been officially sworn in by the Village Clerk and welcomed her to her first official meeting.

## II APPROVAL OF AGENDA

Commissioner VanDenBerge moved (Leix support) to accept the agenda. The motion was unanimously approved.

## III APPROVAL OF MINUTES

Commissioner Standerfer moved (VanDenBerge support) to accept the meeting minutes of the July 17, 2018 meeting with corrections (Commissioner Standerfer was misspelled when she was noted as public guest and public comment speaker). The motion was unanimously approved.

## IV APPROVAL OF BILLS

Commissioner VanDenBerge moved (Standerfer support) to approve the bills paid from July 11, 2018 until August 20, 2018.

### Roll Call

VanDenBerge	Yes
Sinclair	Yes
Howse	Yes
Leix	Yes
Standerfer	Yes

The motion was unanimously approved.

## V PUBLIC COMMENT

Judy Ashley made general comments.

## VI OLD BUSINESS

A. The Noble Pines Occupancy Report was given by staff and all units are filled. There are eight (8) persons on the waiting list. One resident has reentered the hospital and may be on an extended stay.

- B. Henry Webb gave the Noble Pines Maintenance Report. Nothing of note inside this property but a sprinkler head damaged during road construction will need to be addressed next spring.
- C. Staff presented a memorandum to the Commission that provided an update on the relationship between ERHC and TCHC. Staff reviewed the packet of material for the remainder of the meeting and reported that he is reviewing the hours spent by TCHC staff.
- D. Village Trustee Larry Ball gave the Elk Rapids Village Council Report. The Audit was released and the Village is in “good shape”. Public comment from the previous meeting included some interesting comments from a “dissatisfied boater”. Several items were discussed but will be moved to October. This includes a telecommunications discussion and amendments to the master plan. There will be a pedestrian study conducted and the LED lighting project is moving forward. Several meetings were announced and all are encouraged to attend.
- E. There was a brief discussion on the maintenance agreement, or the need for one, starting in with the new fiscal year. TCHC is hiring a new maintenance staff person within the next several weeks and Angie Szabo has also started to relieve Henry Webb of some light custodial work.

**VII NEW BUSINESS**

- A. Staff introduced a Resolution to Amend the Fiscal Year 2018 Budget and submit it to HUD. The rationale behind the Resolution was discussed by staff. The new Management Agreement with TCHC needs to be reflected in the budget – staff salaries are recorded differently in HUD budgets than management fees. Commissioner Standerfer moved (VanDenBerge support) to adopt the Resolution as presented.

**Roll Call**

Standerfer	Yes
Leix	Yes
Howse	Yes
Sinclair	Yes
VanDenBerge	Yes

The resolution was unanimously approved. It will be recorded as Resolution No. 2018-06.

- B. The Fiscal Year 2019 Budget was introduced by staff. It largely mirrors the amended budget just adopted. It assumes that the management agreement will be continued and that can be altered should ERHC move in another direction. This was a preliminary discussion and the formal adoption of the budget will be on next month’s agenda.

**VIII ADJOURNMENT**

Commissioner VanDenBerge moved (Leix support) to adjourn the meeting. The motion was approved and Commissioner Howse closed the meeting at 4:29 P.M.

It was noted the next regular meeting will be on September 18, 2018.

Respectfully submitted,



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Tony Lentych, Executive Director



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Myrna Howse, President