

# Meeting Minutes of the Elk Rapids Housing Commission

## October 16, 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, and Henry Webb, Maintenance.

Others/Guests: None.

Public/Residents: Two Noble Pines Residents.

### **II APPROVAL OF AGENDA**

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

### **III APPROVAL OF MINUTES**

Commissioner Leix moved (Standerfer support) to accept the meeting minutes of September 20, 2018. A typo on page two was corrected along with date correction. The motion was unanimously approved.

### **IV APPROVAL OF BILLS**

Commissioner Leix moved (VanDenBerge support) to approve the bills paid from September 18, 2018 until October 15, 2018.

#### **Roll Call**

Howse	Yes
Leix	Yes
Sinclair	Yes
Standerfer	Yes
VanDenBerge	Yes

The motion was unanimously approved.

### **V PUBLIC COMMENT**

There was feedback about the need for "No Smoking" signs throughout the building. There was a question about the status of Larry Ball's work with the Housing Commission.

### **VI OLD BUSINESS**

A. The Noble Pines Occupancy Report was given by staff and all units are filled. There was a question about the "wait list".

- B. Henry Webb gave the Noble Pines Maintenance Report. He is in the process of “winterizing” the building. Air conditioners are out and all outside vents are closed. TCHC’s Ken Sands will help Henry and “learn” about what is “under” the building in the near future. Henry also reported that the Lions Club may help with new air conditioners next year.
- C. Staff presented a memorandum to the Commission that provided an update on the relationship between ERHC and TCHC. The new office hours were presented and discussed. Staff will also try to work out a way to notify residents when Angie is “sick” or unable to make her shift.
- D. Village Trustee Larry Ball was not in attendance so Henry Webb gave a brief report. He said the meeting contained a number of resolutions and became ‘tiresome’.
- E. Staff reported on the maintenance agreement. Henry Webb is still satisfied with his employment and will continue for the time being. TCHC is ready to step in when needed.

**VII NEW BUSINESS**

- A. **ANNUAL MEETING:** Myrna Howse opened the Annual Meeting by calling for the Election of Officers.

**OFFICE OF PRESIDENT:** Commissioner Margaret VanDenBerge nominated Myrna Howse for President and moved to close nominations (Leix support). The motion was approved. Judy Standerfer moved (VanDenBerge support) to accept Myrna Howse as President by acclimation. The motion was approved unanimously.

**OFFICE OF VICE PRESIDENT:** Commissioner Marilyn Leix nominated Judy Standerfer for Vice President and moved to close nominations (VanDenBerge support). The motion was approved. Marilyn Sinclair moved (Leix support) to accept Judy Standerfer as Vice President by acclimation. The motion was approved unanimously.

- B. Staff introduced a Resolution to Adopt a Flat Rent Schedule for the Noble Pines Apartments. Commissioner Vandenberg moved (Leix support) to adopt the resolution as presented.

**Roll Call**

Howse	Yes
Leix	Yes
Sinclair	Yes
Standerfer	Yes
VanDenBerge	Yes

The resolution was unanimously approved. It will be recorded as Resolution No. 2018-09.

- C. Staff presented a “draft” Community Room Policy for the Noble Pines Community Room. Commissioner Leix gave a brief report on how the community room has been used recently and listed all of the usual activities that occur in it (like pot lucks, etc.). After some discussion, staff was instructed to solicit feedback from residents and return the item for review next month.

**VIII ADJOURNMENT**

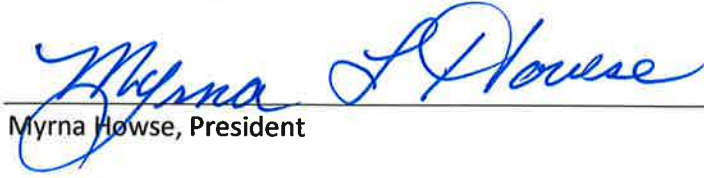
Commissioner Leix moved (Standerfer support) to adjourn the meeting. The motion was approved and Commissioner Howse closed the meeting at 4:40 P.M.

Respectfully submitted,



---

Tony Lentych, Executive Director



---

Myrna Howse, President