

Elk Rapids Housing Commission Minutes

August 15, 2017

President Myrna Howse called the meeting to order at 3 :30 pm.

The Pledge of Allegiance to the American flag was led by President Myrna Howse

Roll call: President Myrna Howse, Vice President Marilyn Sinclair, Commissioners, Margaret VandenBerge, T. MacGregor, Council Representative Larry Ball, all present. Gerti Lane – excused
Elk Rapids Village Councilperson P. Pearlman was in attendance and resident C. Semczak.

Moved by M. VandenBerge and supported by M. Sinclair to approve the minutes of July 18, 2017 with a minor corrected typo. Motion carried.

Moved by M. VandenBerge supported by M. Sinclair to approve the August agenda as presented. Motion carried.

Public Comment / Communications

Trisha Pearlman thanked the Board for continuing to allow the Meditation / prayer group to meet weekly in the Community Room.

Carl Semczak commented with concern, about the recent tree trimming. The tree he is most concerned about stands between apartment #3 and # 5. He felt the trimming of the tree and the cutting of the saplings at the base of the tree was unnecessary.

After a brief discussion the Board decided to place the tree trimming concern on the September agenda for full discussion.

Moved by by M. VandenBerge and supported by L. Ball, to accept the payroll and bills paid July 18,2017 – August 15,2017.

Roll call vote. M. Sinclair Yes; T. MacGregor Yes; G. Lane - excused; M. VandenBerge Yes; M. Howse Yes. Motion carried.

Occupancy, V. Harrett reported occupancy – Apartment #9 has a new tenant that has moved in July 21,2017. Apartment #1 will be vacant on or before August 30, 2017. We have an interested person to move in, when the apartment is available.

The apartment will need new carpet and flooring, along with wall paint and minor repairs. The apartment was occupied by the same tenant for 35 years.

Noble Pines has a waiting list of 6 active applicants.

Noble Pines continues accepting applications for housing.

Resident Commissioner Report –No report

Maintenance Report was given by H. Webb. Usual maintenance and yard work. F. Russell was available to assist with the bush and tree trimming and maintenance. The walk behind lawn mower was repaired.

Monday and Tuesday of this week, August 14-15, 2017, AAA Lead Inspections Inc from Grand rapids, Mi. performed the lead base paint inspection at Noble Pines. All apartments and common areas were inspected. Some outside areas also were sampled, making over 1,100 sample tests taken for inspection. We are 100% lead base paint free.

V. Harrett, gave the Directors report with details on the mandated HUD final ruling on lead base paint inspections. The inspection was in compliance with HUD mandates. All tenants were notified one week in advance of the inspection. Thank you, to the tenants for their full cooperation.

Larry Ball, Elk Rapids Village Council Representative, gave an overview of the August 7, 2017 Council meeting.

In Old Business, President M. Howse gave report on a meeting with the Elk Rapids Village manager Bill Cooper. The meeting was to lay out the situation and ask the Village if they could assist Noble Pines in the HUD Operating Reserves Litigation with a loan of \$1,000 from non- federal funds. Elk Rapids Village Manager Bill Cooper contacted the Village attorney for guidance and reported that Village will be able to loan Noble Pines the money. M. Howse will follow up in securing the check made out to PHADA and any other details that need to be attended to this week.

New Business of the 2018 Budget. As in times past Elk Rapids Housing Commission/Noble Pines uses the 2017 recently revised budget as the 2017-2018 budget. Director Harrett outlined the budget time table. Noble Pines fiscal year end September 30, 2017. Our new budget begins October 1, 2017. After reading

comments for clarification from our fee accountant on Tenant fund use, and income from the Visa rewards, there were no other questions and no additional line item changes proposed.

Resolution 2017-10 2017-2018 Operating Budget

Moved by M. VandenBerge and supported by T. McGregor to adopt the Elk Rapids Housing Commission Operating Budget beginning October 1, 2017 for the fiscal year as presented.

Roll call vote;

T.McGregor Yes;

G. Lane-absent excused;

M.VandenBerge Yes;

M. Howse Yes;

M. Sinclair Yes

Motion carried.

Public comment. Trisha Pearlman asked about the procedure for donating items or money to Noble Pines. Director Harrett offered that the Elk Rapids Housing Commission is open to any donation that can use to maintain quality living for the tenants at Noble Pines. We have a Gift and Donation policy that helps guide us. Harrett will give a copy of the policy to Trisha Pearlman for her information.

The resident's social report was given by V. Harrett, in the absence of G. Lane. The staff and residents of Noble Pines nominated our maintenance man Henry Webb to be the 2017 Harbor Days Grand Marshal for his exceptional good neighbor ways. Henry was the chosen nominee. Four ladies from Noble Pines attended the AMVETS Harbor Day Luncheon and BINGO. There was no scheduled BINGO games this month here at Noble Pines. Our BINGO caller was busy being the Grand Marshal of the Harbor Days Parade. The monthly Pot Luck had attracted 10 residents and friends.

In Communication the Director asked the Board to consider attending the joint MHADA and NHARO Conference held in Thompsonville, MI this year. These are always very educational and insightful to assist Boards members in making good

decisions. Deadline to register is September 6, 2017. To date the Director and two board members will be attending in September.

Motion to adjourn by M. VandenBerge, seconded by T, MacGregor.
Motion Carried. 4:45 PM

Next meeting will be September 19, 2017 at 3:30 PM.

Respectfully submitted,

Victoria Harrett
Executive Director

Approved *Margaret L. Hovse*
Oct 18, 2017