

Elk Rapids Housing Commission Minutes

February 20, 2018

Vice President Marilyn Sinclair called the meeting to order at 3:30 pm.

The Pledge of Allegiance to the American flag was led by Vice President Marilyn Sinclair.

Roll call: Vice President M. Sinclair present, W. Knecht present, Marilyn Leix present.

President M. Howse, excused, M. Vandenberg excused.

Council Representative Larry Ball excused.

Two tenants in attendance

Vice President Sinclair welcomed new Commissioner Marilyn Leix, and thanked her for her willingness to serve on the Elk Rapids Housing Commission.

Moved by W. Knecht and supported by M. Leix to approve the minutes of January 16, 2018 with two corrected typing errors. Motion carried.

Moved by W. Knecht supported by M. Leix to approve the February agenda as presented. Motion carried.

Public Comment / Communications on action items on the agenda. – None

Moved by W. Knecht and supported by M. Leix, to accept the payroll and bills paid January 16, 2018 – February 20, 2018. Wes Knecht asked general questions, about the bills paid and the vendors. The questions were for information and education. The questions were addressed by Director. V. Harrett Director.

Roll call vote:

Ayes: Sinclair, Knecht, Leix

No: 0 Motion carried

Director, V. Harrett reported on Noble Pines occupancy. We have a full house. One tenant is out on a medical stay. Two tenants are in the process of moving out and two applicants are being interviewed to move in. Noble Pines has a waiting list of 5 active applicants and maintains an open waiting list.

A verbal maintenance report was given by H. Webb Maintenance staff. Henry, is assisting with the unit turn overs and routine maintenance of Noble Pines parking lot and building.

The Executive Director report was brief. Financially Noble Pines remains stable. She provided a quick review of the bank account status. One other item reported on was the reviewing of the Tenant Lease and House Rules. There are areas in these documents that may need interpretation