

Meeting Minutes of the Elk Rapids Housing Commission

September 17, 2019

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

I ROLL CALL

The following Commissioners were present: Marilyn Leix, Judy Standerfer, and Margaret VanDenBerge. Myrna Howse was excused. It was noted that Commissioner Theresa Knecht seat has not yet been filled by the Village Council.

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

Others/Guests: Elaine Glowicki, Elk Rapids Village Council.

Public/Residents: Four Noble Pines Residents.

II APPROVAL OF AGENDA

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

III APPROVAL OF MINUTES

Commissioner VanDenBerge moved (Leix support) to accept the regular meeting minutes of August 20, 2019. The motion was unanimously approved.

IV APPROVAL OF BILLS

Commissioner Leix moved (Standerfer support) to approve the bills paid from August 20, 2019 until September 16, 2019. Staff reported that only a few checks were cut during this recent month due to staff turnover.

Roll Call

Standerfer Yes

Vandenberg Yes

Leix Yes

The motion was unanimously approved.

V PUBLIC COMMENT

There was a question about Annual Inspections (there are none scheduled). There was some comments about the need for an electrician to visit two units (the electrician was already scheduled).

VI OLD BUSINESS

A. The Noble Pines Occupancy Report was given by staff. Noble Pines is full leased and all units are occupied. The wait list is now at 13 persons and another application is expected.

- B. Staff gave a brief report on Noble Pines maintenance issues. An electrician is scheduled to be on site the next morning to review a potential wiring issue. Everything else has been quiet.
- C. Staff reviewed the management memorandum in the packet. A draft management agreement will be discussed under New Business.
- D. Village Trustee Elaine Glowicki gave an update on Village business and provided a written report to all present. She made a point to correct a letter to the editor in the Elk Rapids News about a recent \$150k grant from the Watershed Center. Also, the police reported a successful Harbor Days celebration and are working to update computers in their vehicles. She also announced a scuba clean-up at the Marina.

VIII NEW BUSINESS

- A. Staff presented a resolution to adopt another annual contract with the Traverse City Housing Commission. After a review, Commissioner VanDenBerge moved (Leix support) to adopt the resolution.

Roll Call

Leix	Yes
Standerfer	Yes
Vandenberg	Yes

The resolution was adopted. It will be recorded as Resolution 2019-03.

- B. The Fiscal-Year 2020 HUD Budget was presented by staff. After a discussion, Commissioner VanDenBerge moved (Standerfer support) to adopt the resolution.

Roll Call

Standerfer	Yes
Vandenberg	Yes
Leix	Yes

The resolution was adopted. It will be recorded as Resolution 2019-04.

- C. As a follow-up to the Public Hearing last month, the 2020-2024 Capital Fund Five-Year Plan was presented for approval by way of resolution. There was a review of its purpose and content. Commissioner VanDenBerge moved (Leix support) to adopt the resolution.

Roll Call

Vandenberg	Yes
Leix	Yes
Standerfer	Yes

The resolution was adopted. It will be recorded as Resolution 2019-05.

IX **ADJOURNMENT**


Staff announced that the next meeting will be the official "Annual Meeting" as outlined in the By-Laws.

Commissioner Leix moved (VanDenBerge support) to adjourn the meeting. The motion was approved and Commissioner Standerfer closed the meeting at 3:51 P.M.

Respectfully submitted,



Tony Lentych, Executive Director



Judy Standerfer, Vice President