

Meeting Minutes of the Elk Rapids Housing Commission

January 21, 2020

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

I ROLL CALL

The following people were present:

Commissioners – Amy Grzesiak, Marilyn Leix, and Margaret VanDenBerge. Myrna Howse and Judy Standerfer reported conflicts and were excused.

Staff – Tony Lentych, Executive Director, and Henry Webb, Maintenance. Tom Paradis was introduced as a new member of the maintenance team.

Others/Guests – Elaine Glowicki, Elk Rapids Village Council and Paul Olson, Municipal Underwriters of West Michigan.

Public/Residents – One (1) Noble Pines Resident.

II APPROVAL OF AGENDA

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

III APPROVAL OF MINUTES

Commissioner VanDenBerge moved (Grzesiak support) to accept the Board Orientation meeting minutes of December 17, 2019. The motion was unanimously approved.

Commissioner VanDenBerge moved (Leix support) to accept the regular meeting minutes of December 17, 2019. The motion was unanimously approved.

IV APPROVAL OF BILLS

Commissioner VanDenBerge moved (Grzesiak support) to approve the bills paid from December 17, 2019 until January 20, 2020. Some of the items were individually reviewed.

Roll Call

Leix	Yes
Grzesiak	Yes
VanDenBerge	Yes

The motion was unanimously approved.

V PUBLIC COMMENT

Reserved: Paul Olson from Municipal Underwriters of West Michigan presented to the Commission on ERHC's liability insurance packages. There was a 5% increase in the fee this year but with ERHC's annual dividend calculated in, which is returned to clients every year, it may actually be closer to a 3% increase.

VI OLD BUSINESS

- A. The Noble Pines Occupancy Report was given by staff. The "intake" has been completed on the person moving in once the unit is available (there have been delays with a Florida PHA that have caused delays for ERHC). The unit is being prepared for the new tenant.
- B. Staff gave a brief report on Noble Pines maintenance issues. Tom Paradis was introduced again and his duties were briefly reviewed. Fire extinguishers have been inspected and/or replaced where necessary.
- C. Staff reviewed the management memorandum in the packet. Staff attend the first meeting of the Village's Housing Task Force.
- D. Village Trustee Elaine Glowicki gave an update on Village business and provided a written report to all present. She noted that there is a new Village Trustee and that there is a Budget Hearing scheduled later that evening and encouraged all to attend. The Village also has a planning position currently open.

VIII NEW BUSINESS

- A. After a review of the insurance paperwork provided by Paul Olsen, Commissioner VanDenBerge moved (Leix support) to table or hold the Municipal Underwriters of West Michigan invoice until staff can compare it to previous year's invoices/coverages in more detail and instructed staff to then issue a check to cover the premium if it is in line with previous offerings. It was noted that the all Commissioners were generally "o.k." with the insurance package as presented. The motion was unanimously adopted.

IX ADJOURNMENT

Commissioner VanDenBerge moved (Grzesiak support) to adjourn the meeting. The motion was approved and Commissioner Leix closed the meeting at 4:00 P.M.

Respectfully submitted,



Tony Lentych, Executive Director



Marilyn Leix, Commissioner