

Hancock Housing Commission
Meeting Minutes
November 16, 2011

President Ron Antila opened the regular meeting of the Hancock Housing Commission at 4:30 pm.

Commissioners Present: Antila, Dennis, Givens, Haeussler, Johnson
Absent: None

Public Comment: None

A motion was made by Commissioner Givens to approve the October 19, 2011 meeting minutes. Support was made by Commissioner Haeussler for the motion along with the following change: to change the word "use" on page 2 when referring to medical marijuana to "dispensing".

Ayes: Antila, Dennis, Givens, Haeussler, Johnson

No: 0

Motion passed.

A motion was made by Commissioner Haeussler to approve the November 2011 accounts payable. Support was made by Commissioner Johnson.

Ayes: Antila, Dennis, Givens, Haeussler, Johnson

No: 0

Motion passed

A motion to approve the October 19, 2011 agenda was made by Commissioner Haeussler. Support was made by Commissioner Johnson.

Ayes: Antila, Denis, Givens, Haeussler, Johnson

No: 0

Motion passed.

Old Business:

Approved OHM contracts to complete closing documents for MSHDA on Quincy Haven Apartments LDHALP. The documents are due by 11/1/2011.

The board approved changing the Housing Commission office hours to 8:30 – Noon and 1 – 4 pm Monday thru Friday.

The board reviewed the allocation adjustment notification from HUD for all Michigan PHA's. Hancock Housing Commission will not have any reserves recaptured in 2012.

Information in dispensing medical marijuana from the City of Hancock's perspective was discussed. The determination to establish our own policy will be determined at a later date when all the information is gathered.

New Business:

The new health insurance premiums were discussed and the new rate for 2012 was not available yet. Stephan Olsson (Wickley Agency) was working on getting us the rate change and will contact the Director as soon as he receives it. The Director was instructed to contact the Board with this information as soon as possible so if a different course of action for health insurance needs to be considered prior to the December 2011 meeting.

Quincy Haven Apartments LDHALP updates were given. The apartment complex is at 100% occupancy and the Residents are doing well. We had our first Resident/Landlord meeting to discuss project has 23 units occupied out of 24. The last one is being processed this month. The final punch list items are being taken care of and the final construction meeting.

Statistical information from the Smoke Free Environments Law Project was distributed to the board. Over 40% of Michigan PHA's have smoke free policies and 6 of 12 tribal housing authorities do. Additional statistics can be received from the Executive Director - Hancock Housing Commission.

Commissioner Dennis made a motion to accept he proposal from NAHRO to develop a website for our agency. The cost will be \$200.00 per year for members only. Support for the motion was made by Commissioner Haeussler.
Ayes: Antila, Dennis, Givens, Haeussler, Johnson
No: 0
Motion Passed.

Commissioner Dennis will respond to letter received by a Resident from the Annex dated 11/7/2011. No other correspondence will be sent and a copy of the response will be given to the HHC office.

Maintenance Report:

The installation of our new 260 gallon holding tank is completed. RC Mechanical also had to replace a cold water pipe in the crawl space of the manor. The Kubota is still not here waiting for parts for the heated cab to come in and then

the complete shipment will arrive. Rehab efforts in #507 & #607 needed to have the floor tile completely replaced due to normal wear and tear. QHA had the final 3 light poles installed in the parking area. November 3rd I attended a MIOSHA health and safety training seminar in Houghton. Heavy duty entrance mats were ordered for QHA for both entrance doors of QHA for the winter months. A fire alarm was activated on 11/5/11 at QHA to a Residents apartment where a pan had been left on the stove and was smoking. The fire department responded and no damage was reported.

Directors Report:

Section 8 Rental Assistance program has 35 vouchers issued and there is 1 vacancy at Lakeview Manor. The office will be closed 11/24 & 11/25 for the Thanksgiving Holiday. The Resident Thanksgiving dinner will be on 11/18 at 4 pm. Upcoming Christmas events will be posted as they are scheduled. Our next meeting is **scheduled for December 21, 2011 at 4:30.**

Correspondence:

The commission was given information on the RHF (Replacement Housing Factor) funds we received and what are eligible costs for those dollars.

Commissioner Dennis made a motion to adjourn the meeting at 5:22 pm.

Support was made by Commissioner Antila.

Ayes: Antila, Dennis, Givens, Haeussler, Johnson

No: 0

Meeting adjourned.

Secretary – Gail Ross

President - Ron Antila