

Hancock Housing Commission  
Meeting Minutes  
February 25, 2010

**Annual Meeting**

The Executive Director opened the Annual meeting with Roll call:  
All Commissioners present. (Antila, Dennis, Givens, Hauessler, Johnson)

The Executive Director called for nominations for President of the Hancock Housing Commission:

Kathleen Johnson nominated Ron Antila for President.

Support was made Mark Dennis.

No other nominations were received.

Ayes: 5

No: 0

Ron Antila will be the 2010 President for the Hancock Housing Commission.

The Executive Director called for nominations for Vice President of the Hancock Housing Commission:

Kathleen Johnson nominated Mark Dennis for Vice President.

Support was made by Barry Givens.

No other nominations were received.

Ayes: 5

No: 0

Mark Dennis will be the 2010 Vice President of the Hancock Housing Commission.

The Executive Director called for nominations for 2<sup>nd</sup> Vice President of the Hancock Housing Commission:

Mark Dennis nominated John Hauessler for 2<sup>nd</sup> Vice President.

Support was made by Kathleen Johnson.

No other nominations were received.

Ayes: 5

No: 0

John Haeussler will be the 2010 2<sup>nd</sup> Vice President for the Hancock Housing Commission.

Annual Meeting concluded.

President Ron Antila opened the regular meeting of the Hancock Housing Commission at 5:15 pm.

**Public Comment:** None

A motion was made by Commissioner Johnson to approve the December 22, 2009 meeting minutes. (There was no meeting in January 2010 due to a lack of a quorum). Support was made by Commissioner Dennis.

Ayes: 5

No: 0

Motion passed.

A motion was made by Commissioner Dennis to approve the January 2010 accounts payable. Support was made by Commissioner Haeussler.

Ayes: 5

No: 0

Motion passed

A motion was made by Commissioner Dennis to approve the February 2010 accounts payable. Commissioner Givens requested an inquiry be made to Charter Communications by HHC for a package rate that would include phone, internet, and cable. Currently we are under a bulk billing rate for cable and our phone service is from AT & T. Support was made by Commissioner Haeussler.

Ayes: 5

No: 0

Motion passed.

**Old Business:**

Approved the HHC 2009 revised operating budget.

Approved the HHC 2010 operating budget.

**New Business:**

Commissioner Dennis made a motion to approve a cable rate increase for Residents of Lakeview Manor and Lakeview Manor Annex from \$28.00 to \$32.00 effective April 1, 2010. This is due to the 5% increase from Charter Communications effective January 1, 2010. Support was made by Commissioner Johnson.

Ayes: 5

No: 0

Motion passed.

The booklet for the 2009 audit from Anderson Tackman was presented to all Commissioners. Commissioner Haeussler inquired about the "accumulated depreciation" value and how the number is determined from year to year. The Director will contact our fee accountant and find out if there is a formula that is used to determine that number.

Commissioner Dennis asked to open the discussion on having "smoke free" units at Lakeview Manor and Lakeview Manor Annex in the future. Literature and statistical information was presented to the Board and letters of implementation for "smoke free" apartments from the Health Department. After a lengthy discussion Commissioner Haeussler motioned to "start gradually implementing "smoke free" apartments as they come available by residents that move out. After the unit is rehabbed it will automatically become a "smoke free" unit and the person(s) that are eligible to move into the unit cannot smoke in that unit." It is the desire to have all the apartments at Hancock Housing Commission "smoke free" in the future. Support was made by Commissioner Dennis.

Ayes: 5

No: 0

Motion passed.

The Director reported on Mike Lahti requesting the Hancock Housing Commission become the management agent for the Scott Hotel. The commission requested the Executive Director research the request and presents a business plan to the board for consideration.

Commissioner Antila moved to go into closed session to review salary and wage considerations for the HHC employees. Support was made by Commissioner Dennis.

Commissioner Antila reconvened the regular meeting at 6:25 pm.

Commissioner Dennis moved to increase wage and salary for all HHC employees by 3% retroactive January 1, 2010 and to compensate the determined amount to R. Rivest and A. McCloskey for additional responsibilities while the Director was on sick leave. Support was made by Commissioner Haeussler.

Ayes: 4

No: 0

Motion passed.

### **Maintenance Report:**

Repairs were needed for the Kubota; rehabs continue for the Manor to efficiently turnover the units for lease up. The new generator is working well and final installment of remaining parts is scheduled for March.

### **Directors Report:**

Section 8 program is utilizing all the vouchers available for the funding we receive. Our waiting list is closed and will continue to be until we receive additional funding. There are no vacancies at Lakeview Manor or Lakeview Manor Annex.

Upcoming Events: Hancock/Houghton City Council meeting is scheduled for March 1, 2010 @ 6:30 pm, Home Heating tax credit assistance through the Community Action Agency is scheduled for 3/1 from 9 – 1 pm, Finnish Kivijat Dancers will perform in our Community Room on Sunday March 21 at 1:30 pm.

Our next meeting is scheduled for March 17, 2010 at 4 pm.

Commissioner Dennis made a motion to adjourn the meeting at 6:30 pm. Support was made by Commissioner Haeussler.

Ayes: 4

No: 0

Meeting adjourned.

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Secretary – Gail Ross

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President – Ron Antila