

Hancock Housing Commission  
Meeting Minutes  
February 22, 2012

The Executive Director opened the Annual Meeting for the Hancock Housing Commission. The Executive Director asked for nominations for President of the Hancock Housing Commission for FY 2012. Commissioner Givens motioned to retain the current Officers for the HHC for FY 2012. President, Ron Antila, Vice-President Mark Dennis, 2<sup>nd</sup> Vice-President John Haeussler. The motion was supported by Commissioner Haeussler.

Ayes: Dennis, Givens, Haeussler

No: 0

Motion passed.

Vice – President Mark Dennis opened the regular meeting of the Hancock Housing Commission at 4:40 pm.

Commissioners Present: Dennis, Givens, Haeussler

Absent: Antila, Johnson

**Public Comment:** None

A motion was made by Commissioner Haeussler to approve the January 18, 2012 meeting minutes. Support was made by Commissioner Givens.

Ayes: Dennis, Givens, Haeussler

No: 0

Motion passed.

A motion was made by Commissioner Givens to approve the February 2012 accounts payable. Support was made by Commissioner Haeussler.

Ayes: Dennis, Givens, Haeussler,

No: 0

Motion passed

A motion to approve the February 22, 2012 agenda was made by Commissioner Haeussler. Support was made by Commissioner Givens.

Ayes: Dennis, Givens, Haeussler

No: 0

Motion passed.

**Old Business:**

Approved increase of cable rates from \$32.00/ month to \$35.00/ month effective March 2012.

Approved increasing the air conditioner rate from \$15.00/month to \$20.00/month due to an increase in utility costs.

Approved an increase in laundry room rates for the washer and dryers to offset the increase in water and sewer rates for the City of Hancock. Washer .50 cents/load to \$1.00/load. Dryer .25 cents/20 minutes to \$1.00/20 minutes.

Tabled "Controlled Substance Policy" discussion for the HHC until further information is provided.

**New Business:**

The commission reviewed a draft copy of a Community Room Rental Agreement. The Director was instructed to find out rate information on the following places in the local community: American Legion on Quincy St., Copper Crown Motel meeting room, Ramada Waterfront meeting room and the Dave Wiitanen Room at the Houghton County Arena. After the information is obtained further discussion the rental agreement will take place.

The commission reviewed a letter of request from Glenn Anderson, Transit Director from the City of Hancock Public Transit for a donation of \$4,000.00. The board instructed the Executive Director to call Glenn and invite him to our next commission meeting to answer questions about the Hancock Public Transit.

A copy of the SEMAP (Section 8 Management Assessment Program) was presented to the commission for review. The SEMAP submission deadline is February 29, 2012.

The Commission was in favor of having a separate meeting for the Quincy Haven Apartments LDHALP information and will begin having a separate meeting beginning March 21, 2012 immediately after the commission meeting. All income and expense information will be provided as well as updates on the Service Coordination we provided at the facility.

**Maintenance Report:**

The Maintenance Staff was busy with snow removal for the storm we had that dumped over 20 inches on our property. Rehab efforts continue with the units at Lakeview Manor and the smoke free unit count is now at 37! The washer and dryer had to be replaced at Lakeview Manor Annex after being used for 18 years. Our REAC (Real Estate Assessment Center) Physical Inspection is scheduled for March 19, 2012. The HHC truck had to go into CC Ford for some electrical repairs and replacement of a new battery.

**Directors Report:**

Section 8 Rental Assistance program has 34 vouchers issued and there is 1 vacancy at Lakeview Manor.

The Annual Recertification process is being conducted and will be effective April 1, 2012. Residents are responsible for bringing in all asset and income verification for the year. Unit inspections will be conducted in April 2012.

Next meeting is scheduled for March 21, 2012 @ 4:30 pm.

**Correspondence:**

The commission was given the information in the Residents that are paying for cable and the units that are not .

Commissioner Givens made a motion to adjourn the meeting at 5:37 pm. Support was made by Commissioner Haeussler.

Ayes: Dennis, Givens, Haeussler

No: 0

Meeting adjourned.

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Secretary – Gail Ross

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Vice - President – Mark Dennis