

**Hancock Housing Commission  
Meeting Minutes  
March 20, 2009**

**Regular Meeting**

Commissioners present: Antila, Dennis, Johnson,

Absent: Dickson

The meeting was called to order by President Antila at 10:00 am.

Public Comment: None

A motion was made by Commissioner Johnson to approve the February 16th, 2009 meeting minutes. Support was made by Commissioner Dennis.

Ayes: 3

No: 0

Motion passed.

A motion was made by Commissioner Johnson to approve the March 2009 accounts payable. Support was made by Commissioner Dennis.

Ayes: 3

No: 0

Motion passed.

No additions or deletions to the agenda.

**Old Business:**

- Annual recertifications are completed and effective April 1, 2009. Apartment's inspections are scheduled for the week of April 20<sup>th</sup>.
- Disposition of James Addition updates were given.

**New Business:**

- Commissioner Dennis made a motion to approve Resolution 01-09: American Recovery and Reinvestment Act (AARA) of 2009. Support was made by Commissioner Johnson.

Ayes: 3

No: None

Motion passed.

- Commissioner Dennis made a motion to pay off the mortgage at the property located at 1417 Quincy Street in Hancock. The payoff amount is \$38,031.55 as of March 23, 2009. Support was made by Commissioner Johnson.

Ayes: 3

No: None

Motioned passed.

- Disposition of James Addition is in the final stages and a closing date has been set for March 30, 2009. A copy of the last correspondence that was sent to HUD was reviewed. We will need final approval on the Disposition in the form of an amendment attached to the original approval. The Executive Director is authorized to sign and execute all documents pertaining the Disposition of James Addition. A Sellers Closing statement was reviewed by the Board.
- Commissioner Antila made a motion to accept Resolution 02-09: Approval of Tenant Accounts Receivable Write off" for the Hancock Housing Commission. Support was made by Commissioner Johnson.

Ayes: 3

No: None

Motion passed.

- The Board reviewed the Section 8 Management Assessment Program certification that was submitted to REAC on 2.24.2009. The certification had to be in by 2.28.2009. This is an annual compliance requirement for the Hancock Housing Commission Section 8 program.

#### **Maintenance Report – R. Rivest, Lead Maintenance:**

The hot water furnace had a system failure which resulted in a loss of hot water for a short period of time at Lakeview Manor. It was an electronic failure in the damper control and corrected by RC Mechanical. We had our REAC Physical Inspection on March 11, 2009. The inspection went very well and I anticipate we will be receiving a high mark for our efforts. The floors in the laundry rooms were all painted, and a COPS monitoring sheet was distributed to indicate to us when we had a fire alarm go off.

#### **Directors Report:**

- Vacancy Report: Lakeview Manor & Annex 0 James Addition family Units 0, Section 8: 40.

- Upcoming/Past Events: Easter Egg basket party scheduled for 4/15 @ 2 pm in the community room.
- Conferences: UPHO in Harris 4/14 - 4/17k, NAHRO in Grand Rapids 4/28 - 5/1.
- Next meeting scheduled for April 22, 2009 @ 10:00 am.

**Correspondence:**

- Mike Makinen Letter.

**Adjournment**

- A motion to adjourn the commission meeting at 10:41 am was made by Commissioner Dennis and supported by Commissioner Johnson. All were in favor and the motion passed.

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Secretary  
Gail Ross

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President  
Ron Antifa