

# Meeting Minutes of the Elk Rapids Housing Commission

June 20<sup>th</sup>, 2023

A Regular Meeting of the Elk Rapids Housing Commission was called to order by President Judy Standerfer in the Village Council Chamber at the Government Center, 315 Bridge Street, Elk Rapids, Michigan, at 3:30 P.M. President Judy Standerfer then led all participants in the Pledge of Allegiance.

## I ROLL CALL

The following people were present:

Commissioners – Char Gretel, Sandy Phillips, Judy Standerfer and Margaret VanDenBerge.

Staff – Kim Fehrenbach, Property Manager and Henry Webb, Maintenance.

Others/Guests – Village Trustee Kellie Sergent.

Public/Residents – Judy Ashley & Margaret Learner.

## II APPROVAL OF AGENDA

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

## III APPROVAL OF MINUTES

Commissioner VanDenBerge moved (Gretel supported) to accept the Meeting Minutes of May 16<sup>th</sup>, 2023). The motion was unanimously approved.

## IV APPROVAL OF BILLS

Commissioner Gretel moved (VanDenBerge supported) to approve the bills paid May 16<sup>th</sup>, 2023 – June 19<sup>th</sup>, 2023. All expenses were routine items. Question on 365 Lawn Care and Spectrum - Staff to look into

### Roll Call

Phillips Yes

Standerfer Yes

VanDenBerge Yes

Gretel Yes

The motion was approved.

## V PUBLIC COMMENT

Margaret Learner questioned if former employee is still allowed on property. Staff explained he is still allowed because PPO was dropped.

Ms. Learner also questioned on long term preventative maintenance plan. She was concerned about items that break and cannot be matched because of the age. Staff explained we will obtain replacements parts or new items.

Ms. Learner also was discussing that the tenant in Apt #2, was moving out and one of the air conditioners she has is supposed to go to Apt #15. Staff answered that is already in the works.

Commissioner Gretel commented on the internet. Jackie Weber will volunteer to help anyone hook up Roku, firesticks or for set up.

Staff commented that Spectrum will not cancel our bulk contract because it was auto renewed in February. It has been set to not auto renew come February 2024.

**VI OLD BUSINESS**

- A. The Noble Pines Occupancy Report was given by staff – all units are full, but we have one move out at the end of June. We are waiting for top list applicant to respond before going on to the next person.
- B. The maintenance report was given by Henry Webb. He believes Blackmore was supposed to be doing the mowing this year.
- C. The management report was given by staff. Everything is running smoothly.
- D. A brief report from the Village Council was provided by Kellie Sargent. The Trustees are holding a meeting this evening to have the new Village Manager accept a contract. The contract will start immediately, and he will hopefully hit the ground running. A fresh start with transparency of what is happening with staff. Kellie Sargent also explained the Village Council is considering changes to the ERHC.

**VII NEW BUSINESS**

- A. Motion by Commissioner Gretel (VanDenBerge supported) to approve the HUD Annual Income Eligibility Schedule. Approved unanimously.
- B. Village Trustee Kellie Sargent spoke about this in Old Business item D.
- C. TCHC has engaged the services of Rehmann to help conduct a search for its next Executive Director. TCHC expects to have an offer to a candidate by Labor Day.
- D.

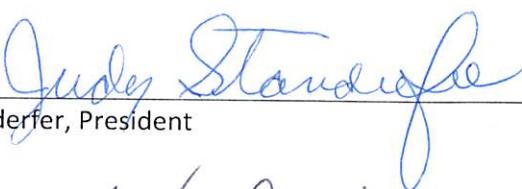
**VIII ADJOURNMENT**

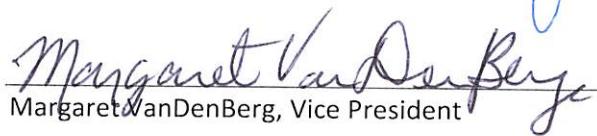
Announcements:

Commissioner VanDenBerge moved (Gretel supported) to adjourn the meeting. It was announced that the next meeting will be on July 18<sup>th</sup>, 2023, at the Governmental Center.

The motion was approved, and President Standerfer then closed the meeting at 4:27 P.M.

Respectfully submitted,

  
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Judy Standerfer, President

  
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Margaret VanDenBerg, Vice President