

MINUTES

REGULAR MEETING

EVART HOUSING COMMISSION

Tuesday, December 21, 2021, 6:00 P.M.

Centennial Arms Community Room

The meeting was called to order at 6:00 p.m. by Acting President Molenaar.

ROLL CALL

Present - Dellar, Mock, Moyer, Northon and Molenaar
Absent - None

ADOPTION OF AGENDA – ADDITIONS/CHANGES

It was moved by Commissioner Northon and supported by Commissioner Dellar to add the approval of the Huntington Bank Resolution to the Agenda.

Yeas: Dellar, Mock, Moyer, Northon and Molenaar
Nays: None

APPROVAL OF MINUTES

- a. It was moved by Commissioner Dellar, supported by Commissioner Northon to approve the Minutes of the Regular Meeting held November 16, 2021.

Yeas: Dellar, Mock, Moyer, Northon and Molenaar
Nays: None

BILLS AND COMMUNICATIONS

- a. It was moved by Commissioner Dellar, supported by Commissioner Northon to approve the Bills and Disbursements for November 2021.

Yeas: Dellar, Mock, Moyer, Northon and Molenaar
Nays: None

- b. It was moved by Commissioner Northon and supported by Moyer to receive and file the December 2021 Newsletter.

Yeas: Dellar, Mock, Moyer, Northon and Molenaar
Nays: None

REPORTS OF THE DIRECTOR

- a-e. It was moved by Commissioner Northon, supported by Commissioner Moyer to receive and file the available reports.

Yeas: Dellar, Mock, Moyer, Northon and Molenaar

Nays: None

UNFINISHED BUSINESS

- a. None

COMMISSIONER COMMENTS/CONCERNS

Commissioner Moyer commented on paving First Street, confusion with the utilities being included in the rent. She also made some suggestions regarding the website, making sure it is user friendly for seeing impaired users and to include when the office is closed and activities such as Meals on Wheels, Foot Care and other Commission on Aging items. Commissioner Northon commented that he does not have a cell phone and will therefore need to sign a hard copy of the bank resolution.

NEW BUSINESS

- a. The updated Commissioner Roster was reviewed for accuracy and changes made accordingly to Commissioner Moyer's and Commissioner Dellar's email addresses.
- b. It was moved by Commissioner Moyer, supported by Commissioner Dellar to remove Karen Higgins and Kimberly Booher from the Isabella Bank CD and add Acting Interim President Molenaar and Commissioner Dellar to the CD effective immediately.

Yeas: Dellar, Mock, Moyer, Northon and Molenaar

Nays: None

- c. It was moved by Commissioner Dellar and supported by Commissioner Northon to adopt the Resolution for the Huntington Bank CD with the following Commissioners on the account: Acting Interim President Sarah Molenaar, Commissioner BJ Norton, Commissioner Tammy Dellar and Commissioner Jill Moyer.

Yeas: Dellar, Mock, Moyer, Northon and Molenaar

Nays: None

- d. It was moved by Northon and supported by Dellar to approve the Management Invoice from the Big Rapids Housing Commission for November, 2021.

Yeas: Dellar, Mock, Moyer, Northon and Molenaar

Nays: None

- e. It was moved by Commissioner Northon, supported by Commissioner Dellar to approve the proposals from The Nelrod Company to complete a Salary Study and assist with the Personnel Policy Manual update.

Yeas: Dellar, Mock, Moyer, Northon and Molenaar
Nays: None

- f. It was moved by Commissioner Northon and supported by Commissioner Dellar to adopt Resolution #2021-9 (amended), Public Housing Flat Rents.

Yeas: Dellar, Mock, Moyer, Northon and Molenaar
Nays: None

- g. It was moved by Commissioner Northon, supported by Commissioner Moyer to adopt Resolution #2021-12, approval of the Write Off of Delinquent Accounts.

Yeas: Dellar, Mock, Moyer, Norton and Molenaar
Nays: None

- h. It was moved by Commissioner Moyer, supported by Commissioner Northon to adopt Resolution #2021-13, approval of Evert Housing Commission Credit Card Policy.

Yeas: Dellar, Mock, Moyer, Norton and Molenaar
Nays: None

- i. It was moved by Commissioner Northon, supported by Commissioner Dellar to adopt Resolution #2021-14, to approve the 80/20 Health Care Cost Option.

Yeas: Dellar, Mock, Moyer, Norton and Molenaar
Nays: None

- j. It was moved by Commissioner Northon and supported by Commissioner Dellar to adopt Resolution #2021-15, approving the Evert Housing Commission Public Comment Policy.

Yeas: Dellar, Mock, Moyer, Northon and Molenaar
Nays: None

- k. It was moved by Commissioner Dellar, supported by Commissioner Northon to adopt Resolution #2021-16, approving the revised Evert Housing Commission Operating Budget for fiscal year ending 12/31/2021.

Yeas: Dellar, Mock, Moyer, Northon and Molenaar
Nays: None

1. It was moved by Commissioner Northon, supported by Commissioner Moyer to adopt Resolution #2021-17, approving the Evert Housing Commission Operating Budget for fiscal year ending 12/31/2022.

Yeas: Dellar, Mock, Moyer, Northon and Molenaar

Nays: None

HEARING OF THE PUBLIC

During the Hearing of the Public comments were heard from Pepper Lockhart regarding the fact that email information can be requested through F.O.I.A. so the Commissioners may want to have one email address for all Evert Housing Commission business instead of using a personal email address. Pepper also requested information on the website once it is finalized so it can be linked with the City's website and she thanked all parties involved for their efforts in balancing the Evert Housing Commission current budget.

ADJOURNMENT

It was moved by Commission Molenaar and supported by Commissioner Moyer to adjourn the meeting at 7:46 p.m.

Yeas: Dellar, Mock, Moyer, Northon and Molenaar

Nays: None

Respectfully submitted,

Sarah Molenaar
Acting Interim President

Mark W. Sochocki
Executive Director/Secretary