



**Otsego**  
**COUNTY**  
M I C H I G A N

## **Otsego County Housing Committee**

225 West Main Street, room 213 • Gaylord, Michigan 49735

(989) 731-7570 • Fax 989-731-7599 • TTY 1-800-649-3777

### **NOTICE OF MEETING**

**The Otsego County Housing Committee will hold a regular meeting on Thursday, October 15, 2015 beginning at 9:30 a.m., in conference room 212, second floor of the County Building 225 West Main Street, Gaylord MI 49735.**

#### **AGENDA #258**

1. Call to Order
2. Pledge of Allegiance
3. Introductions
4. Additions/Deletions to Agenda
5. Regular Minutes 256 – September 17, 2015
6. Special Meeting - Minutes 257 - October 8, 2015
7. Projects
  - A. HO-0812-127800 Bid Opening
  - B. HO-0812-127933 Bid Opening
  - C. HO-0812-104863 Subordination Request
  - D. HO-0812-128412 Status of lead-based paint report
8. Mortgage Discharge
  - A. Doubtful Account #16-2005
9. Annual - Forgivable Rental Rehabilitation Deferred Loans
  - A. #RR-0812-73560
  - B. #RR-0812-91764
10. Reports
  - A. Director Updates
  - B. Inspector Updates
  - C. Activity & Financial Reports
11. New Business
12. Other Business
13. Public Comments
14. Adjournment

*In compliance with the Americans with Disabilities Act, persons with physical limitations that may tend to restrict access to or participation in this meeting should contact the Housing office (989-731-7570) at least twelve (12) hours prior to the scheduled start of the meeting.*



AN EQUAL OPPORTUNITY HOUSING PROGRAM



September 17, 2015 - Minutes #256

A meeting of the Otsego County Housing Committee was held in conference room 212 of the County Building. Chairman, Steven Riozzi called the meeting to order at 9:30 a.m.

PRESENT: Charles Berlin, Kenneth R. Glasser, Tammy LaBouef, John LaFave, Jim Mathis, Steven Riozzi, Joseph Wambold  
EXCUSED: All Present  
OTHERS: Marlene Hopp, Kevan Flory

The Pledge of Allegiance was led by Marlene Hopp.

Additions or deletions to agenda: Revised agenda submitted to committee.

MOTION: by LaFave, approve minutes #255 of August 20, 2015, as presented.  
Ayes: Unanimous. Nays: None. Motion Carried.

Projects:

Director discussed lack of bids from contractors on projects HO-0812-127800 and HO-0812-127933. Committee recommended to submit out to bid again.

MOTION: by Glasser, approve bid specifications and cost estimate of project HO-0812-128412. Submit to contractors to bid.  
Ayes: Unanimous. Nays: None. Motion Carried.

MOTION: by Berlin, approve project HO-0812-127438 addendum.  
Ayes: Unanimous. Nays: None. Motion Carried.

MOTION: by LaBouef, approve HO-0812-127934 income revisions.  
Ayes: Unanimous. Nays: None. Motion Carried.

Reports - Director Updates:

Director reported on pending rental rehabilitation grant, rehabilitation projects and remaining grant funds.

Inspector updates:

Inspector reported county project activity from the Land Use Department.

Flory excused from meeting.

Activity and financial reports were presented and reviewed.

New Business: None

Other Business: None

Public Comments: None

Meeting adjourned at 10:15 a.m.

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Marlene K. Hopp, Director  
Otsego County Housing Committee

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Steven Riozzi, Chairman  
Otsego County Housing Committee

October 8, 2015 - Minutes #257

A special emergency meeting of the Otsego County Housing Committee was held in conference room 212 of the County Building. Director, Marlene K. Hopp called the meeting to order at 9:00 a.m.

PRESENT: Tammy LaBouef, John LaFave  
EXCUSED: Steve Riozzi  
OTHERS: Marlene Hopp

Additions or deletions to agenda:

Project:

Two bids were opened and reviewed regarding an emergency furnace project.

MOTION: by LaBouef, approve bid specifications and cost estimate of project HO-0812-128959. Award bid of \$3,500 to Comfortable Heating & Cooling.

Ayes: Unanimous. Nays: None. Motion Carried.

Other Business: None

Public Comments: None

Meeting adjourned at 9:13 a.m.

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Marlene K. Hopp, Director  
Otsego County Housing Committee

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John LaFave, Vice-Chairman  
Otsego County Housing Committee