



**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, November 15, 2012 beginning at 9:30 a.m., in room 212 of the County Building 225 West Main Street, Gaylord MI 49735.**

### **AGENDA #227**

1. Call to Order
2. Pledge of Allegiance
3. Introductions
4. Additions/Deletions to Agenda
5. Minutes #226 – October 18, 2012
6. Project
  - A. HO-0812-106252
7. New Business
  - A. Reappointment to Housing board – Kenneth Glasser
  - B. Director Updates
  - C. Activity & Financial Reports
8. Unfinished Business
  - A. Contractor Warranty Issues
9. Other Business
10. Public Comments
11. 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



EQUAL HOUSING  
OPPORTUNITY

October 18, 2012 - Minutes #226

A meeting of the Otsego County Housing Committee was held in room 100 of the County Building. Vice-Chair, John LaFave called the meeting to order at 9:30 a.m.

PRESENT: Charles Berlin, Clark Bates, Kenneth Glasser, John LaFave, Steve Riozzi, Joseph Wambold  
EXCUSED: Jim Mathis  
OTHERS: Bruce Scott, Marlene Hopp, Ann Vida, Judith Marceau, Sharon Seese

Introductions were made followed by the Pledge of Allegiance led by Director, Marlene Hopp.

Additions to agenda: Project #13-2007 subordination request.

MOTION: by Kenneth Glasser, approve minutes #225 of September 19, 2012 as presented.  
Ayes: Unanimous. Nays: None. Motion Carried

Steve Riozzi present.

Projects:

MOTION: by Kenneth Glasser, award project #01-2012/HO-0812-104863 bid of \$17,761 to River City Renovations Inc.  
Ayes: Unanimous. Nays: None. Motion Carried

MOTION: by Joseph Wambold, award project #02-2012/HO-0812-104876 bid of \$14,359 to River City Renovations Inc.  
Ayes: Unanimous. Nays: None. Motion Carried

MOTION: by Charles Berlin, award project #04-2012/HO-0812-104878 bid of \$11,108 to Jordan construction Group.  
Ayes: Unanimous. Nays: None. Motion Carried

MOTION: by John LaFave, award project #24-2011/HO-0812-104845 bid of \$4,200 to Earthworks Enterprises Inc.  
Ayes: Unanimous. Nays: None. Motion Carried

MOTION: by Kenneth Glasser, award project #07-2012/HO-0812-104825 bid of \$2,691 to JP Heating of Northern Michigan.  
Ayes: Unanimous. Nays: None. Motion Carried

MOTION: by Kenneth Glasser, approve subordination request regarding project #13-2007.  
Ayes: Unanimous. Nays: None. Motion Carried

New Business - Director updates:

Phase I began on ten unit rental development project.

MSHDA approved amendment to grant #MSC-2009-0812-HO for Court Street building, development of five rental apartments. Grant agreement to follow.

MSHDA requesting all projects to utilize and properly report program income funds for tracking purposes.

Project #03-2012 opted out of program prior to submission to general contractors.

Director discussed Our Home Town Builder warranty issues regarding two projects.

Activity and financial reports reviewed.

Unfinished business:

Owner #HO-0812-81149 and HO-0812-77976 to complete form from the Bureau of Construction and have the Land Use Department inspect and report their findings.

Other business, Public Comments: None

Meeting adjourned at 10:50 a.m.

---

Marlene K. Hopp, Director  
Otsego County Housing Committee

---

Steven D. Riozzi, Chair  
Otsego County Housing Committee