



**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 17, 2016 beginning at 9:30 a.m., in conference room 212, second floor of the County Building 225 West Main Street, Gaylord MI 49735.**

### **AGENDA #270**

1. Call to Order
2. Pledge of Allegiance
3. Introductions
4. Additions/Deletions to Agenda
5. Regular Minutes #269 – October 20, 2016
6. Reappointment Housing Member – Steven Riozzi
7. Projects
  - a. Rebid Opening
    1. 130901 Emergency Roof
    2. 130998 Total Rehabilitation
  - b. Review
    1. 131452 Total Rehabilitation
    2. 130644 Amendment
    3. 130711 Amendment
    4. 130790 Amendment
8. Discharge Paid Mortgage 18-2005
9. Reports
  - a. Director Updates
  - b. Inspector Project Updates
  - c. Activity & Financial Reports
10. New Business
11. Other Business
12. Public Comments
13. 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



October 20, 2016 - Minutes #269

A regular meeting of the Otsego County Housing Committee was held in conference room 212 of the County Building. Vice-Chairman, John LaFave called the meeting to order at 9:30 a.m.

PRESENT: Charles L. Berlin, John LaFave, Jim Mathis, Joseph Wambold  
EXCUSED: Kenneth R. Glasser, Tammy LaBouef, Steven Riozzi  
OTHERS: Marlene Hopp, Kevan Flory, Keri Casbohm, Chester Irland, Allen Boadway

The Pledge of Allegiance was led by John LaFave.

Additions or deletions to agenda: MSHDA updates.

MOTION: by Joseph Wambold, approval of regular minutes #268 of September 15, 2016, as presented.

Ayes: Unanimous. Nays: None. Motion Carried.

Two bids were opened and reviewed.

MOTION: by Joseph Wambold, award total rehabilitation project HO-0812-130888 bid of \$33,811 to Thor Contracting Inc.

Ayes: Unanimous. Nays: None. Motion Carried.

One bid of \$39,162 from South Arm Construction LLC was opened and reviewed of emergency roof project HO-0812-130901. Bid exceeds cost estimate, project to be submitted back out to contractors to rebid.

One bid of \$48,514 from Thor Contracting Inc. was opened and reviewed of total rehabilitation project HO-0812-130998. Bid exceeds cost estimate, project to be submitted back out to contractors to rebid.

One bid was opened and reviewed.

MOTION: by Charles L. Berlin, award emergency ramp project HO-0812-131034 bid of \$5,310 to Thor Contracting Inc.

Ayes: Unanimous. Nays: None. Motion Carried.

Two bids were opened and reviewed.

MOTION: by Joseph Wambold, award emergency drain field project HO-0812-131254 bid of \$3,890 to Spartan Sewer & Septic Tank Service, LLC.

Ayes: Unanimous. Nays: None. Motion Carried.

Motion Carried.

Two bids were opened and reviewed.

MOTION: by Charles L. Berlin, award emergency water well project HO-0812-131442 bid of \$3,495 to Payton & Sons Well Drilling.

Ayes: Unanimous. Nays: None. Motion Carried.

MOTION: by Charles L. Berlin, approve forgiveness of RR-0812-73560 and discharge mortgage.

Ayes: Unanimous. Nays: None. Motion Carried.

MOTION: by Joseph Wambold, approve RR-0812-91764 to forgive annual amount.

Ayes: Unanimous. Nays: None. Motion Carried.

Reports - Director Updates:

Director reviewed MSHDA's 9/20/2016 announcement of request for proposals and notice of funding availability.

Staff will be attending a MSHDA meeting on Friday, October 21<sup>st</sup>.

Inspector Updates:

Inspector will contact contractors that exceeded his cost estimate.

Activity and financial reports were presented and reviewed.

MOTION: by Jim Mathis, approve month end financial reports ending September 30, 2016.

Ayes: Unanimous. Nays: None. Motion Carried.

New Business: None

Other Business: None

Public Comments: None

Meeting adjourned at 11:12 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