

June 17, 2021

A regular meeting of the Otsego County Housing Committee was held in conference room 212 of the County Building 225 West Main Street, Gaylord MI 49735 and followed MDHHS orders of Public Act 254 of 2020. Chairman, Steven Riozzi called the meeting to order at 9:30 a.m.

PRESENT: Tammy LaBouef, Brett McVannel, Julie Powers, Steven Riozzi, Duane Switalski, Joseph Wambold

EXCUSED: John LaFave

OTHERS: Marlene Hopp, Cindee Polena

Roll call and introductions were performed.

The Pledge of Allegiance was led by Steven Riozzi.

Additions to Agenda: None.

MOTION: by Brett McVannel, approval of regular housing meeting minutes of May 13, 2021, as presented.

Ayes: Unanimous. Motion Carried.

MOTION: by Steven Riozzi, approval of emergency housing meeting minutes of June 24, 2021, as presented.

Ayes: Unanimous. Motion Carried.

New Business:

Director reviewed section 10 in by-laws, emergency projects not to exceed \$10,000. Committee discussed to omit emergency project cost limit.

MOTION: by Duane Switalski, approve to modify by-laws under section 10, as reviewed.

Ayes: Unanimous. Motion Carried.

MOTION: by Joseph Wambold, approval to discharge housing loan #HO-0812-126046 mortgage. Submit to Otsego County Board of Commissioners to review and sign discharge.

Ayes: Unanimous. Motion Carried.

Project NEP 01 bid from Michigan Siding Solutions \$20,600 opened and reviewed. Bid exceeded inspectors cost estimate. Director will submit project out to contractors to rebid.

Project PY01-2019 bid from JP Heating of Northern MI \$2,738 opened and reviewed.

MOTION: by Duane Switalski, approve project PY01-2019 emergency water heater bid specifications and cost estimate. Award bid of \$2,738 to JP Heating of Northern MI with CDBG program income and owner leveraging funds.

Ayes: Unanimous. Motion Carried.

Project NIP 01-2021/PIP lead-based paint siding bids from Michigan Siding Solutions \$16,950 and Great Lakes Environmental \$15,400 opened and reviewed. Bids exceeded inspectors cost estimate. Director will submit project out to contractors to rebid.

Project NEP 02 bid from Michigan Siding Solutions \$14,400 opened and reviewed. Bid not valid, as costs for entire project was incomplete.

Great Lakes Environmental bid \$2,100 for asbestos removal. Director will submit project out to contractors to rebid.

Director Reports:

USDA Rural Development grant discussed and Committee advised not to apply.

Status of loan #HO-0812-121991 pending probate and sale of home.

Staff closed on repair of two roof projects and a drain field. Contractors are working on projects and should be completed this month.

Bills and Communications:

Activity and financial reports were presented and reviewed.

MOTION: by Tammy LaBouef, receive and file month end financial reports, ending May 31, 2021.

Ayes: Unanimous. Motion Carried.

Chairman, Steven Riozzi opened the meeting for public comments.

Public Comments: None.

Meeting adjourned at 11:05 a.m.



Marlene K. Hopp, Director  
Otsego County Housing Committee



John LaFave, Vice-Chair  
Otsego County Housing Committee