

Bangor Housing Commission
820 Second Street
Bangor, MI 49013
Regular Meeting Minutes
February 15, 2024
6:00 PM Community Room

1. **Call to Order:** Meeting called to order by President Farmer at 6:03 PM.
2. **Pledge of Allegiance:** Recited by all present.
3. **Roll Call:** Present: President Dan Farmer, Vice President Rene Doroh, Commissioner Jerry Muenzer, Commissioner Carla Gray, Resident Commissioner Jeannie McCloud, and Executive Director Brandy Wines. Absent: None.
4. **Approval of Agenda:**
Motion by Muenzer, Second by Doroh to approve the agenda as presented.
Ayes - all. Nays - none. Motion carried.
5. **Reading and Approval of Regular Meeting Minutes** from January 18, 2024:
Motion by Muenzer, Second by Doroh to approve minutes.
Ayes - all. Nays - none. Motion carried
6. **Approval of Accounts Payable:**
Motion by Doroh, Second by Gray to approve payment of bills totaling \$10,336.53. **Roll Call Vote:** Ayes - Doroh, McCloud, Muenzer, Gray, Farmer.
Nays - none. Motion Carried.
7. **Report of the Director Regarding Authority Business:** - see #13 below.
8. **Financial Report:**
 - A. Operating Funds Statement- \$18,641.47 (this is a recent update from agenda)
 - B. Capital Funds Statement - \$100.09
 - C. Security Deposit Funds Statement - \$\$4,434.37
 - D. Laundry Funds Statement - \$2,765.89
 - E. Rent Revenue for January - \$8,681.00
 - F. January, February Draw Down - 12,300.00
 - G. Pet Fund - \$100.08 (this was not originally on the agenda; now added).
 - It was noted that payroll was not listed in bills to pay. Brandy asked the City Treasurer for the payroll invoice- but none was provided in time for tonight's meeting.
 - Brandy will provide the City Treasurer with an annual calendar of all BHC meetings, so the payroll invoice can be provided in a timely manner prior to each monthly meeting.
 - Discussion on laundry fund. Three washers and three dryers are working adequately, but are old and require regular maintenance as needed. Current maintenance is sufficient to replace old/ worn out parts. Brandy will work with maintenance worker to provide a plan on when each machine might need to be replaced - in order of oldest to newest.
 - Current fee of \$1.50/ per load on washer and dryer reflects recent price increase from \$1.00/ load.

9. Occupancy Report:

- 701 Lincoln St has been rented out.
- 218 is rented out.
- 327 Arlington is almost ready to rent.
- 112 will be rented out soon.
- 207 will be getting painted and a new floor.
- 1216 Center Street, and 835 Black River Road, Apt. D - are in very bad condition.
Much work remains before these 2 can be ready to rent.

- BHC Maintenance worker has been charged to do scheduled annual inspections. He will also maintain the record of inspections for review, follow up, and audit if needed.

10. Procurement Report: N/A.

11. Physical Needs Assessment: N/A

12. Old Business: None.

13. New Business:

- Work on Five-Year plan continues with strong support from Dave Markel. Projected CAP FUNDS will be ~\$90,000.00 once plan is approved.
- Pizza party is planned for tenants on 2/16, as "Thank You" for all their help and support in cleaning, etc. (Thanks to E.D. Wines for funding this activity)
- Bingo planned for 2/23 for tenants. Thanks to Commissioner Muenzer for help on this!

14. Public Comments - Much thanks was expressed to E.D. Wines for all her hard work and care for the BHC.

15. Board Comments -

- all Commissioners gave hearty Thanks to E.D. Wines for her work and attention to the care and welfare of the tenants, as well as "running the business" of the BHC.
- a question was raised regarding the status of the lawsuit against the BHC. President Farmer promised a follow up contact with the BHC attorney Graham.
- a question was also asked about evictions. E.D. Wines reported that 5 evictions have been completed; and 2 more are "in the works".

16. Adjournment: Motion by Gray, Second by Muenzer to adjourn at 6:35. Ayes - all.
Nays - none. Meeting adjourned.

Respectfully Submitted,
President Farmer