Ontonagon Village Housing Commission
Regular Meeting – Village Housing Community Room
5:15 PM, August 13th, 2024

Order of Business:

1) Pledge of Allegiance
2) Roll Call
3) Public Comment – 5 minutes per person
4) Approval of Agenda
5) Approval of Meeting Minutes July 16th, 2024
6) Reports
   A. Financial Report
   B. Executive Director's Report
   C. Resident Advisory Committee Report
   D. Additional Committee Report – None
7) Acknowledge/Approval of bills
8) Unfinished Business
   A. Executive Director Evaluation
9) New Business
   A. Bids for Concrete
   B. Bids for Laundry Remodel
   C. Replace/Repair pickup
   D. Propane Contract
   E. Washer/dryer prices
   F. Meeting date for September
10) Commissioners Comments
11) Announcements
12) Adjourn Meeting

Next regular meeting– September 17th, 2024 @ 5:15 PM (subject to change)

Ontonagon Village Housing Commission
Regular Meeting 5:15 PM, Tuesday July 16th, 2024
Ontonagon Village Housing Community Room

Pledge of Allegiance

Roll Call - A regular meeting of the Ontonagon Village Housing Commission was called to order at 5:15 PM by President Rich Ernest at the Ontonagon Housing Commission Office, Ontonagon MI on Tuesday July 16th, 2024. Present were Rich Ernest, Sylvia Lehto, Danielle Reath and Robert Seid. Absent was Dot Phillips. Also present was Secretary Karen Jackson.

Public Comment – Resident asked that the Village Housing request the phone company install fiber optics to the units in Village Housing. The board tasked the Executive Director to check into this.

Approval of Agenda – Motion was made by R Seid, supported by D Reath, to approve the agenda as presented. All voting aye, motion carried.

Approval of Meeting Minutes – Motion was made by S Lehto, supported by R Seid, to approve the meeting minutes for the June 18th as presented. All voting aye, motion carried.

Financial Report – Motion was made by D Reath, supported by S Lehto to accept the financial reports as presented and place them on file. All voting aye, motion carried.

Executive Directors Report –

- Huge Thank you to Trident Marine and Tim Goard for manufacturing and donating the brackets for the planter pots. They add a lot for the residents and the community as a hole.
- Bids are due July 26th for both the Concrete work and the Laundry remodel. A bid went out to the local contractors and all contractors on the Marquette Builders Exchange that matched the trade from Ironwood to Houghton. After the bids are in we will see if we want to hold a special meeting to award the bid or just wait until the next regular meeting.
- The resident picnic is on the 24th at 4:00 and will be catered by Syls. The board and a guest are welcomed to attend.
- I have given you a summary of the water bill and the electric bill for the past several years for you to look over.
- Billy has installed the new smoke alarms which will put us in compliance with the new NSPIRE inspection protocols.

Motion was made by S Lehto, supported by D Reith, to accept the director's report as presented. All voting aye, motion carried.

Resident Advisory Committee Report – Reminder of the picnic on the 24th and that it will be catered by Syl's.

Additional Committee Report – None

Acknowledgment/Approval of Bills – Motion was made by R Seid, supported by S Lehto, to acknowledge and approve the Expenditures for the month of June, Aye- R Seid, S Lehto, D Reath and R Ernest. Nay- none, motion carried.

Unfinished Business

- Executive Director Evaluation will be postponed until next meeting.

New Business. – Motion was mad by D Reath, supported by S Lehto, to approve Resolution 2025-01 Disposal of Stove. Aye – D Reath, S Lehto, R Seid and R Ernest, Nay – None, motion carried.

Commissioners Comments – None

Next Meeting date – August 13th (note the date change) 2024 @ 5:15 PM.

Adjourn Meeting – Motion was made by R Seid, supported by D Reath, to adjourn the meeting at 5:40 PM.

Chairperson	Date
Secretary	Date

Financial Report As of July 31, 2024				
Financial Account balances				Total
Citizens State Bank - Checking	0.00%	$47,149.17	Citizen	$65,639.17
Citizen Security Deposit Trust acct	0.00%	$18,490.00		
ICS Citizen Account	4.35%	$733,535.14		
Miners Money Market	1.30%	$51,691.86		$51,691.86
Total of financial accounts		**$850,866.17**		
Capital Funds Available				
Capital Funds 2023		$0.00		
Capital Funds 2024		$137,166.00		
Total Capital funds available		**$137,166.00**		
Total funds available		**$988,032.17**		
Income				
Rent collected		$22,715.00	$24,223.51	to balance
Security & Pet deposit		$276.00		
Storage sheds		$100.00		
Excess utility charge		$174.13		
Late fee/Bank charges		$20.00		
Community room		$160.00		
stamps		$0.00		
Misc		$2.50	Copies	
laundry Machines		$538.50		
Pop Machine		$237.38	Balance $657.24	
Resident Advisory account			Balance $207.44	
interest		$2,761.45		
eLOCCS draw of Operating funds		$11,687.75		
eLOCCS draw CFP 2023				
Total income		**$38,672.71**		
Total Expenses		**$23,798.82**		
Net Income		**$14,873.89**		

Directors report

- I ordered new blinds for this room, they should be here end of the month. The current ones do not open and close properly.
- Michigan State University Extension office will be offering Tai Chi for Arthritis and Fall Prevention. It will be held in the Community room starting with a introduction on Sept 30th at 3:00 PM and then Wednesdays from Oct 2 through Dec 18th at 3:00 PM. Call Anita at 906-360-9732 with questions or to register
- Picnic was pretty well attended (about 40) and I was told the food was good. There was also music which was a nice addition
- I plan on doing some adjustments to the security cameras to cover the gazebo and back of the garage area. We have no coverage there and have had a few issues with individuals taking produce out of the gardens.

	Bills for August 2024		
	Expense to Acknowledged	**Amount**	**Description of purchase**
Ck #			
echeck	Chase Ink-credit card	$1,180.41	$121.37 material, $186.14 office, $166.48 postage, $706.42 CFP 2024 smoke alarms
echeck	Holiday Circle K gas	$243.60	
Auto	Waste Management-Dumpster		dumpster
	Total	**$1,424.01**	
	Expenses to Approve		
9802	Ontonagon Water Service	$1,879.04	water
9803	Patriot Disposal	$675.00	
9804	Dusty Linder	$350.00	load of dirt/manure mixed
9805	Hancock Bottling	$158.00	
9806	Ontonagon Telephone	$111.10	
9807	Syl's	$450.00	resident picnic-from pop fund
9808	U Save Ace Hardware	$293.82	
9810	Billy Marks	$9.64	overpayment of taxes
9813	Housing Authority Accounting	$278.50	
echeck	UPPCO	$4,333.03	
	Total	**$8,538.13**	
	Employee Expense-Gross		
9800	Karen Jackson	$2,143.52	07/16/24 to 07/31/24 (84 hrs)
9811	Karen Jackson	$1,975.31	08/01/24 to 08/15/24 (77 hrs)
	Payroll taxes	$315.09	for the month
9801	Billy Marks	$2,338.00	07/16/24 to 07/31/24 (96 hrs)
9812	Billy Marks	$2,164.00	08/01/24 to 08/15/24 (88 hrs)
	Payroll taxes	$344.40	for the month
	Total	**$9,280.32**	
Grand Total - Expenses		**$19,242.46**	
	Non-expense items		
9809	Aflac	$251.94	individual policy
	Total	**$251.94**	

Contractor	Bid	Notes
Laundry remodel		
Burke Construction	**$ 19,860.00**	does not include flooring
Patrick's Plumbing	$ 56,912.00	does not include flooring
Concrete slab & sidewalks		
John Coponen Construction	**$22,600.00**	
Dusty Linder	$23,450.00	
Burke Construction	$24,060.00	
Kemppainen Concrete	$29,000.00	
Angelo Luppino	$ 29,590.00	$19,220.00 for new asphalt
Washer/Dryer		
Pillowman Appliance	**$ 6,250.00**	Speed Queen
Ewen Building	$ 6,397.00	Crossover
Kirkish	$ 5,088.00	Whirlpool

SETTLERS' CO-OPERATIVE INC. – PROPANE CONTRACT 2024-2025

It is agreed between purchaser, _________________, and seller, Settlers' Co-operative, Inc. (Settlers') that purchaser agrees to purchase from Settlers' ________ gallons of propane at the set price of **$1.69 per gallon** plus sales tax of 4% for delivery between September 1, 2024 and April 30, 2025. The total sum of this contract is $ ________. (Gal x $1.69 + sales tax)

Pre-payment must accompany the signed contract to bind this agreement. Any unpaid balance (current or past due) must be paid in full before entering into a pre-pay contract for the 2024-2025 heating season.

This contract is firm and binding. Any propane purchased and delivered that exceeds this contract will be billed at the current posted retail price at the time of delivery. After April 30, 2025, any unused contract dollars will be transferred as a credit to your LP account. There will be no refunds of unused contract funds. ______(Initial)

ALL contract customers will be placed on a keep-fill basis until contract fulfillment.

Purchaser understands that this contract does not constitute an absolute guarantee of supply due to interruptions of supply such as acts of terrorism of foreign or U.S. governments, of a catastrophic nature event or any other cause beyond Settlers' control.

Purchaser also understands that the path to their tank must be cleared of debris, obstacles and snow. The driveway must allow for the most direct access to the tank and be plowed wide enough for a commercial truck to easily turn around.

This offer is available until **seller's contracted gallons are sold, on a first come, first serve basis.** Purchaser agreement/understanding of above details is evidenced by signature below.

Kris Peltola

Kris Peltola, Propane Manager
Settlers' Co-operative Inc.
P.O. Box 50
Bruce Crossing, MI 49912
906-827-3515 x 714
propanemanager@settlerscoop.com

7/31/24
Date

____
Signature(s)

____
Printed Name(s)

____
Date