

Ontonagon Village Housing Commission
Regular Meeting – Village Housing Community Room
5:15 PM, August 19th, 2025

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 15th, 2025
- 6) Reports
 - A. Financial Report – Final for FY 2025
 - B. Executive Director's Report
 - C. Resident Advisory Committee Report
 - D. Additional Committee Report – None
- 7) Acknowledge/Approval of bills
- 8) Unfinished Business
 - A. Heating for the Community Room
 - B. Kitchen progress-Bids
- 9) New Business
 - A. REMC proposal
 - B. Disposal of Bike
 - C. Tree cutting by 900 Cane Court price
 - D. Tree planting proposal
 - E. Propane Contract
- 10) Commissioners Comments
- 11) Announcements
- 12) Adjourn Meeting

Next regular meeting– September 16th, 2025 @ 5:15 PM

Ontonagon Village Housing Commission
Regular Meeting 5:15 PM, Tuesday July 15th, 2025
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 Board President Richard Ernest at the Ontonagon Housing Commission Office, Ontonagon MI on Tuesday July 15th, 2025. Present were Robert Seid, Sylvia Lehto, Rich Ernest and Danielle Reath, absent was Dot Phillips. Also present was Secretary Karen Jackson.

Public Comment – None

Approval of Agenda – Motion was made by S Lehto, supported by D Reath, to approve the agenda with the addition of - New business, D Resolution 2026-02 Copier. All voting aye, motion carried.

Approval of Meeting Minutes – Motion was made by R Seid, supported by S Lehto, to approve the meeting minutes from June 17th as presented. All voting aye, motion carried.

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

Executive Directors Report –

- Sold the golf cart for \$400.00 which offset the repair on the new lawn mower we are using in its place.
- The resident picnic was rescheduled to July 22nd at 4:00. The board members and a guest are welcomed to attend.
- I will be on vacation parts of Friday the 18th until Thursday the 24 as my kids and family are visiting.

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

Resident Advisory Committee Report – None

Additional Committee Report – None

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

Unfinished Business

- Heating in the Admin Building was discussed. Board will look at all available options and talk about it at the next meeting.
- Kitchen progress. Due to concerns about long term storage of the cabinets in the garage, having this project done over the course of several years does not seem like a viable option instead see if we can get any bids to do this work over the winter.

New Business

- Motion was made by R Seid, supported by D Reath, to accept Resolution 2026-01 Disposal of stove. Aye – R Seid, D Reath, S Lehto and R Ernest, nay – none, motion carried.

- Coin Machine, the board felt there was no need to purchase a change machine for the laundry room as the ED is available 8:00 – 3:00 Monday to Friday to provide needed change.
- ED will get a price to have the 3 large trees next to the 900 building along with a smaller one near the 800 building removed. Also ED will get a price on purchasing several 8 to 10 foot trees to replace some of the ones that are/have been removed.
- Motion was made by S Lehto, supported by D Reath, to accept Resolution 2026-02 Disposal of the 50116 Kyocera Copier. Aye – S Lehto, D Reath, R Seid and R Ernest, nay – none, motion carried.

Commissioners Comments – none

Next Meeting date – August 19th, 2025 @ 5:15 PM.

Adjourn Meeting – Motion was made by R Seid, supported by D Reath, to adjourn the meeting at 6:00 PM.

Chairperson

Date

Secretary

Date

Financial Report As of July 31, 2025			
Financial Account balances			Total
Citizens State Bank - Checking	0.00%	\$58,408.22	Citizen \$879,737.06
Citizen Security Deposit Trust acct	0.00%	\$19,237.00	
ICS Citizen Account	3.50%	\$802,091.84	
Miners Money Market	1.30%	\$57.32	\$57.32
Total of financial accounts		\$879,794.38	
Capital Funds Available			
Capital Funds 2024		\$59,386.92	
Capital Funds 2025		\$141,147.00	
Total Capital funds available		\$200,533.92	
Total funds available		\$1,080,328.30	
Income			
Rent collected		\$24,926.00	\$27,273.56 to balance
Security & Pet deposit		\$670.00	
Storage sheds-Gazebo		\$100.00	
Excess utility charge		\$223.88	
Late fee/Bank charges		\$0.00	
Community room		\$20.00	
stamps		\$0.00	
Misc		\$25.75	\$20 roaster sold, rest copies
laundry Machines		\$631.00	
Damage payment		\$0.00	
Pop Machine		\$409.93	Balance \$880.55 not gotten bill for picnic
Snack Machine		\$267.00	Balance (\$1949.20)
Resident Advisory account			Balance \$176.57
interest		\$2,437.93	
eLOCCS draw of Operating funds		\$9,995.00	
eLOCCS draw CFP 2024			
Total income		\$39,706.49	
Total Expenses		\$23,516.06	
Net Income		\$16,190.43	

Directors Report Aug 19, 2025

- Picnic went well, there were less attending than normal.
- This is from PHADA (public housing authorities directors association) which we now have a membership. Legislative update: Notice PIH 2025-20, some of the most concerning provisions include those requiring HAs to now classify rental income and other revenue sources as “program income”. In Notice PIH 2025-20, HUD dictates that such program income **must be expended first before operating subsidy**. Under current law congress has granted HAs the ability to accumulate reserves for larger projects. Requiring program income to be spent first will eliminate any interest or other earned income, which will mean HAs do not get to keep any of that money. This creates disincentives for HA to be entrepreneurial. Similarly, it will create counterproductive incentives for HAs to spend more money, more quickly, so they can access their operating funds.
- I have provided a copy of the estimated cost to heat and run the Administration building.
- Generator has been installed, just needs to do the final hookups
- The gas line is installed.
- Our MML liability insurance went from \$23,903 to \$24,400 due to an increase in property value of \$427,284 (4%) and a small increase in rates.
- I have provided an estimate of the electrical cost for the Administration building

month	total	units	Admin	cost per KWH	cost for Admin
July	11160	5421	5739	0.2393	\$ 1,373.34
Aug	10800	5994	4806	0.2393	\$ 1,150.08
Sept	10800	5935	4865	0.2393	\$ 1,164.19
Oct	21240	12239	9001	0.1432	\$ 1,288.94
Nov	26280	18997	7283	0.1449	\$ 1,055.31
Dec	29160	20427	8733	0.1483	\$ 1,295.10
Jan	40320	27798	12522	0.1474	\$ 1,845.74
Feb	30240	20248	9992	0.1482	\$ 1,480.81
March	32040	21310	10730	0.148	\$ 1,588.04
April	19800	12182	7618	0.1498	\$ 1,141.18
May	12960	8130	4830	0.155	\$ 748.65
June	12240	5674	6566	0.2393	\$ 1,571.24
July	11160	6676	4484	0.2393	\$ 1,073.02
Aug	11160	5825	5335	0.2393	\$ 1,276.67
Sept	12240	5987	6253	0.204	\$ 1,275.61
Oct	15840	9772	6068	0.151	\$ 916.27
Nov	25560	17242	8318	0.1488	\$ 1,237.72
Dec	42840	26375	16465	0.1461	\$ 2,405.54
Jan	44640	33968	10672	0.1461	\$ 1,559.18
Feb	39600	27475	12125	0.1455	\$ 1,764.19
March	34560	23036	11524	0.146	\$ 1,682.50
April	23400	15795	7605	0.1478	\$ 1,124.02
May	14400	8609	5791	0.1608	\$ 931.19
June	14040	6272	7768	0.2704	\$ 2,100.47

Bills for August 2025			
	<u>Expense to Acknowledged</u>	<u>Amount</u>	<u>Description of purchase</u>
Ck #			
echeck	Chase Ink-credit card	\$1,091.27	office \$49.99, material \$131.35, Postage \$79.93, refrigerator \$830.00
Auto	Waste Management-Dumpster	\$132.61	dumpster
	Total	\$1,223.88	
	<u>Expenses to Approve</u>		
10031	VOID		
10032	Specialty Sales	\$276.06	
10033	Ontonagon Water Service	\$4,516.24	two months worth
10034	Commercial Laundry Sales	\$74.34	postage on warranty parts
10035	HDS Kansa Sofeware	\$240.00	quarterly report
10036	Patriot Disposal	\$735.00	
10037	LandlordLocks	\$7.91	
10038	Housing Authority Accounting	\$278.50	
10039	Ontonagon Telephone	\$126.38	
10040	U Save Ace Hardware	\$127.08	
10041	Hancock Bottling	\$226.00	
10042	Resident	\$133.00	overpayment of rent
10043	Syl's Café	\$450.00	picnic, out of resident Pop account
10044	Krist Oil	\$193.24	gas
10046	MML Liability and Property Insu	\$24,400.00	
echeck	UPPCO	\$4,850.88	
	Total	\$36,634.63	
	<u>Employee Expense-Gross</u>		
10029	Karen Jackson	\$2,055.50	7/16/25 to 7/31/25 (78 hrs) 6 LWOP
10047	Karen Jackson	\$2,030.75	8/01/25 to 8/15/25 (77 hrs)
	Payroll taxes	\$312.60	for the month
10030	Billy Marks	\$2,400.40	7/16/25 to 7/31/25 (96 hrs)
10048	Billy Marks	\$2,221.20	8/01/25 to 8/15/25 (88 hrs)
	Payroll taxes	\$353.55	for the month
	Total	\$9,374.00	
	Grand Total - Expenses	\$47,232.51	
	<u>Non-expense items</u>		
10045	Aflac	\$251.94	individual policy
	Total	\$251.94	



Business Hours: 7:30-5:00 (Eastern) Monday thru Friday

Managed Services and Onboarding Proposal

SupportNet Onboarding Scope:

- Facilitate accounts and access transition from previous provider where applicable
- Establish network and critical services access and monitoring
- Documentation (service catalog and networking credentials rotated and saved, network diagram, compliance documentation, etc)
- Onboarding for up to 3 total workstations into our systems for streamlined services
 - Installation of SupportNet KACE agent, Windows Defender AV installation, Asset tagged
- Validate existing backups (BackBlaze) on each workstation and configure monitoring if available

Managed Services Scope:

- 2 Onsite days per year (*to be utilized on an as needed basis*)
- 3 Windows Machines under management (monitoring, patching, remote maintenance)
- Use of the helpdesk within business hours (call, email, livechat, livetext)
- 24x7 monitoring of the local network and critical services
- Access to a staff of 7 senior network engineers

*One time onboarding fee\$ 320.00

*Managed Services (billed quarterly).....\$1,280.00 per year
(\$ 320.00 per quarter)

SupportNet Services Overview

Overview of Services <http://support.remc1.net/>

REMC1 offers many technical and network services. SupportNet focuses on enterprise level support, integration, and utilization of technology. SupportNet's team approach ensures that industry standards and best practices are utilized, maintaining legal and regulatory compliance while increasing efficiency via centralized support, proactive automation, and remote access tools. We currently support over 8,000 computers.

Helpdesk

SupportNet has a helpdesk available 5 days a week, 7:30-5 EDT. This helpdesk is available via phone, email, web form, and online chat. The first level of support has a mix of full-time staff and part-time interns (Michigan Tech students in computing fields). The helpdesk provides unlimited real-time first-come support, and can resolve many issues immediately utilizing remote tools and system management features.

Central Office

SupportNet has several full-time staff that work directly with our first level helpdesk staff. They provide helpdesk escalation on complex issues, as well as support servers, networks, and Internet access services.

Onsite support

We have full-time staff that rotate among our districts and members, based on the SupportNet contractual agreements. These staff work on issues identified by agency staff as well as coordinating issues and support with the helpdesk and central office staff. REMC1 will provide you with as much onsite support as you contract with SupportNet - it could be a half day every week, 2 days a week, 4 days a week, etc. Onsite support works directly with end users, and provides support that cannot be done remotely like installing new computers, troubleshooting network connectivity, etc.

Support tickets

SupportNet leverages a trouble ticketing system with email notifications to ensure that issues are taken care of in a timely manner, fully resolved, and documented. Agency administrators have access to see all detail of the tickets for their agency, regardless of what REMC1 staff member performed the work, and what agency staff member requested it.

System Management (Kace, Google Management and Moysle)

All supported computers are enrolled in one of several enterprise management and mobile device management systems (depending on the operating system). These systems help us provide more streamlined support as well as software and hardware inventory through automation. Each supported machine will also be tagged with an identifier for tracking. Recommendations, vision, planning, enterprise network design and integration
SupportNet goes beyond simple 'break/fix' tech support, providing full technology

planning and assistance, visioning and helping implement long term plans. REMC has significant experience designing and implementing advanced networks.

Ownership

SupportNet is a non-commercial, not for profit consortium, owned by the agency members. We have an annual meeting every spring to review progress, statistics, and budget, as well as plan for the following year. Each agency is a full member of SupportNet, with access to our complete team. Currently SupportNet members include K-8 and K-12 school districts, the Health Department, Townships, and a local University.

Fees and Billing

REMC1 operates on a July 1-June 30 fiscal year. SupportNet is billed quarterly in August, November, February, and May. SupportNet fees are based on a formula that is adjusted annually, with factors including number of staff, students, number and type of computers, and frequency of onsite support. Contractually, SupportNet is a 2-year rolling commitment. Members have an opportunity each spring to revise their committed minimum onsite time for the following year, or to submit formal notification that they want out of the consortium the following June 30.

Statistics

SupportNet strives for full transparency. Stats are available at the annual meeting, at any time by request, and through a variety of on demand dashboards.

Staff <http://support.remc1.net/?page=team>

REMC currently has 15 full time employees, as well as up to 20 part time staff. The REMC1 team has extensive experience, with more than 100 combined years in technology, along with certifications, bachelors and masters degrees.

Team

SupportNet utilizes a team approach in all aspects of our work. We use a shared cloud documentation tool for living documentation on all agencies and systems. We have a highly secure password management system to ensure all system passwords are secure, but also are shared for multiple staff access. Instantaneous connections are possible with our enterprise communication collaboration tools.

Monitoring and notification

REMC1 monitors all key equipment for all member networks, including servers, gateways, wireless access, network switches and more. There are currently over 2,500 devices monitored every 3 minutes, 24x7. Staff are immediately notified of all issues for proactive

Integration with other optional services

REMC1 offers additional technology services that are not included under the SupportNet contract. These services are optional, but can be integrated and supported seamlessly by the SupportNet team. Some of these services include Internet access (25,000+ computers), VoIP

and SIP phone services (over 1,200 phones), Domain Name registration and hosting (DNS), backup/disaster recovery/business continuity services (over 1,000,000 files), hosted servers and storage in our data center (over 150 server), video security (over 200 cameras), building access security, website creation and hosting, etc.

Disclaimers:

*This pricing is valid for the period July 22nd 2025 thru September 23rd 2025

** This is a proposal and **does not** constitute as a guarantee, a binding contract or a master-services agreement



Settlers' Cooperative
14043 Hwy 45 N
Bruce Crossing, MI 49912
906.827.3515

8-12-2025

Ontonagon Village Housing Commission
100 Cane Ct
Ontonagon, MI 49953-1106

Dear Customer,

I am pleased to be able to offer you this winter heating contract at \$1.52 per gallon Cash or \$1.57 per gallon Credit. Please see attached contract. Please fill in how many gallons you would like and then do the calculations (gallons X \$1.52 or \$1.57 = sum, then sum X .04% = Equals the cash or check amount). Please submit the cash or check amount to Settlers Cooperative – PO Box 50 - Bruce Crossing – MI 49912. You used 385 gallons this last heating season. We are allowing a 10% increase for a colder winter possibility which would be 39 - gallon increase – Total of 424 gallons if you prefer. You also have a \$9.38 credit with Settlers Cooperative – please figure your quantity and dollar amount then minus this credit off your submittal for your new contract.

Thank You,

A handwritten signature in black ink, appearing to read "James Kantola", is written over a horizontal line.

James Kantola,
General Manager
Settlers Cooperative Inc.
Office: 906-827-3515 Ext 713
Cell 906-391-0101
Email: generalmanager@settlerscoop.com

SETTLERS' CO-OPERATIVE INC. – PROPANE CONTRACT 2025-2026

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 **Cash/Check price of \$1.52 per gallon or Credit/Debit Price \$1.57 per Gallon** plus sales tax of 4% for delivery between September 1, 2025 and April 30, 2026.

The total sum of this contract is: \$ _____. (Gal x \$ _____ + 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 2025-2026 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, 2026, 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.


James Kantola – General Manager
Settlers' Co-operative Inc.
P.O. Box 50
Bruce Crossing, MI 49912
906-827-3515 x 713
generalmanager@settlerscoop.com

8-12-2025
Date

Customer Signature(s)

Printed Name(s)

Phone

Date

Administration Use:

Administration Associate Signature

Date Reviewed and Approved

Account Number