

MINUTES OF THE REGULAR  
MEETING OF THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE CITY  
OF MICHIGAN CITY, INDIANA, HELD ON  
MONDAY, NOVEMBER 16, 2009

The Commissioners of the Housing Authority of the City of Michigan City, Indiana held a regular meeting on Monday, November 16, 2009 at 4:30 p.m. The meeting was held at the Michigan City Housing Authority, 621 East Michigan Boulevard, Michigan City, Indiana 46360. Chairperson Carla Mock called the regular meeting to order at approximately 4:35 p.m. Commissioners who attended the meeting included Vice Chairperson Ronald Strauss, Commissioner Eddie Wilson, Commissioner William Fine, Commissioner Yolanda Thomas-Davis, and Housing Authority Attorney Michelle Bazin-Johnson. Commissioner Hazel Thomas and Commissioner Eric Overcash did not attend this meeting. Public attendees included ALCO TV representative Andres Steele, Indiana Healthy Marriage and Family Initiative Representative Sabrina Gill and volunteer Challise Randall, IKON Representative Amy Zandy, and Mr. Sherman from Elston Grove Quality of Life. Housing Authority personnel, who attended the Board meeting, included Executive Director Lenda Wilson, Financial Assistant Norma Thomas, Housing Manager Joyce Gaston, and Executive Secretary Robin Fly.

APPROVAL OF MINUTES:

October 19, 2009

Chairperson Mock called for approval of the Regular Board meeting minutes and resolutions dated October 19, 2009. Commissioner Wilson motioned approval of the minutes and resolutions as presented to the Board; Vice Chairperson Strauss seconded the motion.

CARRIED

APPROVAL OF MANAGEMENT REPORTS:

Chairperson Mock called for approval of management reports as presented to the Board. Commissioner Davis acknowledged Deputy Chief of Police John Kintzele spoke to Boulevard Gardens residents in regards to safety and security issues on the Boulevard Gardens/Lakeland Estates Management Report and inquired about Deputy Chief Kintzele speaking to residents at Lakeland Estates. Executive Director Wilson stated that residents had requested for a police officer to speak on safety and security issues, and that the Housing Authority is working on setting up the same thing at the other family development. With no further discussion, Commissioner Davis motioned approval of management reports month ending October 2009. Commissioner Fine seconded the motion.

CARRIED

COMMITTEE REPORTS:

Asset Committee  
Computer Services

Chairperson Mock called for discussion from the Asset Committee in regards to the response to the Housing Authority's request for computer services quotes. Vice Chairperson Strauss informed the Board that there was only one response for computer services. He stated that response was from Chester Information Technologies, Inc. Due to Chester Information Technologies, Inc. having a good past performance of providing computer services for the Housing Authority, Vice Chairperson Strauss motioned approval of quote from Chester Information Technologies, Inc.; Commissioner Wilson seconded the motion.

After discussion, Chairperson Mock introduced the following resolution:

RESOLUTION NUMBER 2010-07

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE THE COMPUTER QUOTE FOR MAINTENANCE OF EQUIPMENT, SOFTWARE AND INSTALLATION SERVICES FOR YEAR 2010 AT \$95.00 PER HOUR BY CHESTER INFORMATION TECHNOLOGIES, INC.

The resolution was moved by Vice Chairperson Ronald Strauss and seconded by Commissioner Eddie Wilson.

AYES

Carla Mock  
Ronald Strauss  
Yolanda Thomas-Davis  
Eddie Wilson  
William Fine

NAYS

CARRIED

Commissioner Hazel Thomas and Commissioner Eric Overcash did not attend this Board meeting.

Legal Services

Chairperson Mock called for discussion from the Asset Committee in regards to the responses from law firms for legal services on behalf of the Housing Authority. Commissioner Wilson said that Board held an executive session at 4:00 p.m. preceding this Board meeting to discuss the following responses to the Housing Authority requests for quotes for legal services: (1) Friedman & Associates P.C., (2) Braje & Nelson, (3) Law Office of Attorney Alan Sirinek, (4) The Walker Law Group, P.C., and (5) Law

Office of Jerrold O. Winski, LLP. Housing Authority received response quotes from all the law firms listed above except for the law offices of Jerrold Winski, and according to Commissioner Wilson, the law office of Attorney Alan Sirinek and the law office of Friedman and Associates had the lowest quote amounts at \$100.00 per hour. Commissioner Wilson said that Attorney Michelle Bazin-Johnson has perform a good job for the Housing Authority and that the Asset Management Committee decided to maintain the legal services of Friedman and Associates. With no further discussion, Commissioner Wilson motioned approval to accept legal quote from Friedman and Associates, and Vice Chairperson Strauss seconded the motion.

After discussion, Chairperson Mock introduced the following resolution:

RESOLUTION NUMBER 2010-08

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO AWARD CONTRACT TO FRIEDMAN AND ASSOCIATES IN THE AMOUNT OF \$100.00 PER HOUR FOR LEGAL SERVICES FOR DECEMBER 1, 2009 THROUGH NOVEMBER 30, 2011.

The resolution was moved by Vice Chairperson Ronald Strauss and seconded by Commissioner Eddie Wilson.

AYES

Carla Mock  
 Ronald Strauss  
 Yolanda Thomas-Davis  
 Eddie Wilson  
 William Fine

NAYS

CARRIED

Commissioner Hazel Thomas and Commissioner Eric Overcash did not attend this Board meeting.

OLD BUSINESS:

NEW BUSINESS:

Indiana Healthy Marriage and Family Initiative Presentation

Chairperson Mock introduced Sabrina Gill from the Indiana Healthy Marriage and Family Initiative Presentation. Ms. Gill presented Executive Director Wilson, Housing Manager Joyce Gaston, and Family Self-Sufficiency Coordinator Samara McNeal with plaques of commendation for their housing and consulting services rendered on behalf of the low income families in the Michigan City community.

## IKON Office Solution

Chairperson Mock introduced Amy Zandy, IKON Representative, who explained to Board that presently the Housing Authority spends approximately \$797.87 a month in expenses for copiers in the maintenance department, occupancy department, and financing department and that leasing 3 new copiers from IKON would save the Housing Authority \$56.44 a month at a monthly expense of \$741.43. Board came to a consensus that this issue will be assigned to the Asset Committee for further discussion.

## Buy American Requirement Resolution

Chairperson Mock called for approval of the Buy American Requirement Resolution. Executive Director Wilson explained to the Board that the Buy American Requirement has been implemented within the Section 1605 of the Recovery Act of 2009 for expenditures of capital fund stimulus grant. With no further discussion Commissioner Wilson motioned approval of the Buy American Requirement Resolution, and Commissioner Fine seconded the motion.

### RESOLUTION NUMBER 2010-06

RESOLUTION AMENDING THE PROCUREMENT POLICY OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA PURSUANT TO REQUIREMENTS OF THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 FOR EXPENDITURES OF CAPITAL FUND STIMULUS GRANTS.

The resolution was moved by Commissioner Eddie Wilson and seconded by Commissioner William Fine.

#### AYES

Carla Mock  
 Ronald Strauss  
 Yolanda Thomas-Davis  
 Eddie Wilson  
 William Fine

#### NAYS

CARRIED

Commissioner Hazel Thomas and Commissioner Eric Overcash did not attend this Board meeting.

## Approval of Bills

For Your Information

## Public Comment

Chairperson Mock welcomed any public comments from public attendees. Mr. Sherman from Elston Grove Quality of Life informed the Board and public that the Elston Grove Quality of Life meets once a month and has a mission to maintain a safe and productive community by involving residents and other local agencies to maintain a safe and sound community. He stated that he would like to work with the Housing Authority on these goals. In reply, Executive Director Wilson invited Mr. Sherman to the next Resident Council Meeting held on November 18, 2009 at 2:00 p.m. where they will be discussing a neighborhood watch program with the police department and Housing Manager.

## Adjournment

With no other business before the Board, Chairperson Mock adjourned the Board meeting at approximately 5:05 p.m.

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Carla Mock, MCHA Chairperson

ATTEST:

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Lenda Wilson, MCHA Executive Director

RESOLUTION NUMBER 2010-06

A RESOLUTION TO ADD "BUY AMERICAN" REQUIREMENT TO THE PROCUREMENT POLICY RESULTING WITH PLACEMENT IN REQUESTS FOR APPLICATIONS OR PROPOSALS, SUBRECIPIENT AGREEMENTS, BIDDING DOCUMENTS AND CONTRACTS FOR THE ASSISTED ACTIVITY/PROJECT.

WHEREAS, the United States Department of Housing and Urban Development (HUD) requires grantees to enact the Buy American requirement as pertaining to the international agreements listed in 2 C.F.R. 176.90, and

WHEREAS, if iron steel or manufactured goods to be used in a project are from a Party to an international agreement listed in 2 C.F.R. 176.90 and grantee is required under the international agreement to treat goods and services as domestic goods and services then the Buy American requirement is not required, and

WHEREAS, the Buy American requirement only applies to projects with an estimate value more than \$7,443,000, and

WHEREAS, HUD grantees may request an exception to the Buy American requirement in the following circumstances:

1. applying these requirements would be inconsistent with the public interest;
2. iron, steel, and the relevant manufactured goods are not produced in the United States in sufficient and reasonably available quantities and of a satisfactory quality; or
3. inclusion of iron, steel, and manufactured goods produced in the United States will increase the cost of the overall project by more than 25 percent.

This resolution shall be in full force and effect after passage by the Michigan City Board of Directors and signed by its President on the date below.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 2009.

\_\_\_\_\_  
Carla M. Mock, President

ATTEST:

\_\_\_\_\_  
Lenda Wilson, Executive Director

RESOLUTION NUMBER 2010-07

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE THE COMPUTER QUOTE FOR MAINTENANCE OF EQUIPMENT, SOFTWARE AND INSTALLATION SERVICES FOR YEAR 2010 AT \$95.00 PER HOUR BY CHESTER INFORMATION TECHNOLOGIES, INC.

WHEREAS, the Housing Authority of the City of Michigan City, Indiana has its computer services contract renewed on an annual basis, and

WHEREAS, the Housing Authority sent out requests for quotes for computer services to the following companies to include Automated Data Systems, Flashprotechsperts, CompuTech Systems, Inc., AMT Computers, Chester Information Technologies, Inc., and Lanair Group, LLC, and

WHEREAS, the Housing Authority only received one response from Chester Information Technology, Inc. at \$95.00 per hour with payment terms on 30-day basis, and

WHEREAS, the Asset Management Committee met on Tuesday, November 3, 2009 at 4:00 p.m. to discuss response quote from Chester Information Technologies for computer services on behalf of the Housing Authority, and

WHEREAS, due to a good past performance by Chester Information Technologies, Inc., the Asset Committee recommended that the Board approve response quote for legal services by Chester Information Technologies, Inc..

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Michigan City, Indiana motioned approval of Chester Information Technology, Inc. to provide maintenance of equipment, software, and installation services of computer for year 2010 at \$95.00 per hour with standard net payment terms of 30 days.

Adopted this 16<sup>th</sup> day of November 2009.

Resolution moved by: Vice Chairperson Ronald Strauss

Resolution seconded by: Commissioner Eddie Wilson

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Chairperson Carla Mock

ATTEST:

RESOLUTION NUMBER 2010-08

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO AWARD CONTRACT TO FRIEDMAN AND ASSOCIATES IN THE AMOUNT OF \$100.00 PER HOUR FOR LEGAL SERVICES FOR DECEMBER 1, 2009 THROUGH NOVEMBER 30, 2011.

WHEREAS, the Housing Authority of the City of Michigan City, Indiana sent out request for proposals for legal services on behalf of the Housing Authority, and

WHEREAS, the Housing Authority received four responses from the following law firms, and

	COMPANY	AMOUNT
1.	Braje, Nelson & Janes	\$ 170 per hour
2.	Friedman & Associates	\$ 100 per hour
3.	Attorney Alan J. Sirinek	\$ 100 per hour
4.	The Walker Law Group. P.C. \$	\$ 105 per hour

WHEREAS, Friedman and Associates and Attorney Alan J. Sirinek had the lowest quote amounts with each firm requesting \$100.00 per hour, and

WHEREAS, the Asset/Management Committee met on November 3, 2009 at 4:00 p.m. to discuss legal responses from the law firms stated above, and

WHEREAS, the Board of Commissioners held an executive session on November 16, 2009 at 4:00 p.m. before the 4:30 p.m. regularly scheduled Board meeting to decide on a law firm to represent the Housing Authority.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners awarded legal contract from December 1, 2009 through November 30, 2011 to Friedman and Associates in the amount of \$100.00 per hour.

Adopted this 16<sup>th</sup> day of November 2009.

Resolution moved by: Commissioner Eddie Wilson

Resolution seconded by: Vice Chairperson Ronald Strauss

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Carla Mock, Chairperson

ATTEST: