

MINUTES OF THE REGULAR
MEETING OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY
OF MICHIGAN CITY, INDIANA, HELD ON
MONDAY, DECEMBER 14, 2009

The Commissioners of the Housing Authority of the City of Michigan City, Indiana held a regular meeting on Monday, December 14, 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 4:32 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 did not attend this meeting. Commissioner Eric Overcash submitted his resignation as a commissioner of the Board of the Housing Authority of the City of Michigan City, Indiana. Public attendees included ALCO TV representative Rick Richards. Housing Authority personnel, who attended the Board meeting, included Executive Director Lenda Wilson, Financial Assistant Norma Thomas, and Executive Secretary Robin Fly.

APPROVAL OF MINUTES:
November 16, 2009

Chairperson Mock called for approval of the Regular Board meeting minutes and resolutions dated November 16, 2009. Vice Chairperson Strauss motioned approval of the minutes and resolutions as presented to the Board; Commissioner Davis seconded the motion.

CARRIED

APPROVAL OF MANAGEMENT REPORTS:

Chairperson Mock called for approval of management reports as presented to the Board. Commissioner Davis inquired about how the number of porting in and porting out vouchers affect the total vouchers of the Housing Authority. Executive Director Wilson explained to the Board that the porting out vouchers belong to the Housing Authority to be administered in other cities. She said that the 24 porting in vouchers are administered by this Housing Authority although they belong to other cities.

Commissioner Fine asked for a definition of the vouchers that are open. In reply, Executive Director Wilson said that open vouchers are vouchers that the Housing Authority has available but HUD has frozen the leased up number. With no further

inquiries, Commissioner Davis motioned approval of management reports month ending November 2009. Commissioner Fine seconded the motion.

CARRIED

COMMITTEE REPORTS:

Chairperson Mock called for discussion of reports from committees. No reports were presented to the Board.

OLD BUSINESS:

NEW BUSINESS:

Capital Fund ARRA Revision 3

Chairperson Mock called for discussion of the Capital Fund ARRA Revision 3. In referring to HUD form 50075.1 Executive Director Wilson informed Board that the Housing Authority has received a total dollar amount of \$439,198 from HUD and that initially the Housing Authority had submitted a budget that included units on Ninth Street. Due to the units' location in an historical area which would prolong the process, the Housing Authority revised the budget eliminating units on Ninth Street. Said units will be included in a future submission after historical review is completed.

Executive Director Wilson said under the revised budget additional expenses had been added with improvement costs involving the Housing Authority's main building. She said that architect fees have been allocated and that work will be contracted out. Ninth Street improvements will include replacing columns and windows according to Executive Director Wilson.

Chairperson Mock asked when the project is scheduled to start. Executive Director Wilson said project has already started with request for bids beginning next month. In addition to restructuring offices at the Housing Authority administrative office, additional work includes replacement of roof on the main building and new asphalt drives for 19-1, 19-4 and 19-5 units. Chairperson Mock asked Executive Director Wilson to keep the Board updated on status of project.

NSP Grant Resolution

Chairperson Mock called for approval of the NSP Grant Resolution. With no further discussion, Commissioner Wilson motioned approval of the telephone ratification for approval of the NSP Grant Resolution Number 2010-09; Commissioner Fine seconded the motion.

After discussion, Carla Mock introduced the following resolution:

RESOLUTION NUMBER 2010-11

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE THE TELEPHONE RATIFICATION OF THE NEIGHBORHOOD STABILIZATION PROGRAM (NSP) FOR CONSTRUCTION OF UP TO FOUR (4) ONE-BEDROOM NEW UNITS FOR LOW TO MODERATE INCOME HOUSING FOR REPLACEMENT UNITS FOR PUBLIC HOUSING ON THE CITY'S WESTSIDE NEIGHBORHOOD AT \$140,000 PER UNIT FOR TOTAL REQUEST OF \$560,000.

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 did not attend this Board meeting.

2010 Mileage Rate Decrease Resolution

Chairperson Mock called for approval of the 2010 Mileage Rate Decrease Resolution. She explained to the Board that the Internal Revenue Service (IRS) has decreased the standard rate for business miles driven from 58.5 cents per mile to 50 cents per mile. After a brief discussion Vice Chairperson Strauss motioned approval to decrease mileage rate to 50 cents per mile; Commissioner Wilson seconded the motion.

After discussion, Carla Mock introduced the following resolution:

RESOLUTION NUMBER 2010-10

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA AUTHORIZING THE RECENT DECREASE OF THE MILEAGE RATE FROM 58.5 CENTS PER MILE TO 50 CENTS PER MILE FOR STAFF EMPLOYEES EFFECTIVE JANUARY 1, 2010.

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 did not attend this Board meeting.

Resolution to Transfer Excess Real Property

Chairperson Mock called for approval to request transfer of excess real property to the Housing Authority of Michigan City. Attorney Bazin-Johnson explained to the Board that in order to obtain excess property donated from LaPorte County to the Housing Authority, the Housing Authority is required to submit resolutions requesting ownership of property located at 832 W. 7th Street, Michigan City, Indiana 46360. Executive Director Wilson said that the Housing Authority owns property adjacent to this property which is planned for utilization of NSP construction project. With no further discussion, Vice Chairperson Strauss motioned approval of resolution to transfer excess real property to Housing Authority, and Commissioner Wilson seconded the motion.

After discussion, Carla Mock introduced the following resolution:

RESOLUTION NUMBER 2010-12

RESOLUTION TO REQUEST TRANSFER OF EXCESS REAL PROPERTY TO THE HOUSING AUTHORITY OF MICHIGAN CITY

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 did not attend this Board meeting.

Write Offs

Chairperson Mock called for approval of write offs for 2010. She explained to the Board that write offs are a list of current accounts that have not been paid which is presented to Board for approval on an annual basis even though the Housing Authority continues to make attempts to collect. With no further explanation, Commissioner Wilson motioned approval to write off 2010 accounts; Commissioner Davis seconded the motion.

After discussion, Carla Mock introduced the following resolution:

RESOLUTION NUMBER 2010-13

A RESOLUTION OF THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA, TO WRITE OFF DOUBTFUL ACCOUNTS FOR TENANT ACCOUNTS RECEIVABLES IN THE AMOUNT OF \$14,121.69.

The resolution was moved by Commissioner Eddie Wilson and seconded by Commissioner Yolanda Thomas-Davis.

AYES

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

NAYS

CARRIED

Commissioner Hazel Thomas did not attend this Board meeting.

Approval of Bills

For Your Information

Chairperson Mock informed Board that Board of Commissioners meeting dates are scheduled on national holidays. She suggested that instead of the third Monday of January and February, the meeting dates have been rescheduled to the third Tuesday of January (January 19, 2010) and of February (February 16, 2010).

Chairperson Mock informed the Board that Mr. Eric Overcash has submitted a letter of resignation to the Board and welcomed Board suggestions for another commissioner for submission to the Mayor. She said that the Housing Authority wishes Mr. Eric Overcash the best and that he would receive a plaque in recognition of his years of service.

Public Comment

Adjournment

With no other business before the Board, Chairperson Mock adjourned the Board meeting at approximately 5:25 p.m.

Carla Mock, MCHA Chairperson

ATTEST:

Lenda Wilson, MCHA Executive Director

RESOLUTION NUMBER 2010-10

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA AUTHORIZING THE RECENT DECREASE OF THE MILEAGE RATE FROM 58.5 CENTS PER MILE TO 50 CENTS PER MILE FOR STAFF EMPLOYEES EFFECTIVE JANUARY 1, 2010.

WHEREAS, it is necessary that officers and employees be adequately reimbursed for such expenses; and,

WHEREAS, the Board of Commissioners has reviewed the necessity for and the feasibility of establishing such expenses.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Michigan City Housing Authority, hereby adopt the following:

1. Per diem and mileage expenses are hereby created and established pursuant to the provisions of IC 36-7-18-8 Section 8(2).
2. The mileage rate shall be 50 cents retroactive January 1, 2010 per IRS.
3. The per diem rate per day shall remain at \$50.

Passed and approved this 14th day of December 2009, by the Board of Commissioners of the Housing Authority of the City of Michigan City, Indiana.

Resolution moved by: Vice Chairperson Ronald Strauss

Resolution seconded by: Commissioner Eddie Wilson

Chairperson Carla Mock

ATTEST:

RESOLUTION NUMBER 2010-11

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE THE TELEPHONE RATIFICATION OF THE NEIGHBORHOOD STABILIZATION PROGRAM (NSP) FOR CONSTRUCTION OF UP TO FOUR (4) ONE-BEDROOM NEW UNITS FOR LOW TO MODERATE INCOME HOUSING FOR REPLACEMENT UNITS FOR PUBLIC HOUSING ON THE CITY'S WESTSIDE NEIGHBORHOOD AT \$140,000 PER UNIT FOR TOTAL REQUEST OF \$560,000.

WHEREAS, the Housing Authority of the City of Michigan City, Indiana under time constraint to submit a proposal in response to the City's request for proposal for grant funding, and

WHEREAS, the Housing Authority had to submit a resolution with proposal for grant funding, and

WHEREAS, the following commissioners approved NSP Grant Resolution 2010-09 via telephone during the first week of December, and

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

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Michigan City, Indiana approved telephone ratification for NSP Resolution 2010-09.

Adopted this 14th day of December 2009.

Resolution motioned by: Commissioner Eddie Wilson

Resolution seconded by: Commissioner William Fine

Chairperson Carla Mock

ATTEST

RESOLUTION NUMBER 2010-12

RESOLUTION TO REQUEST TRANSFER OF EXCESS REAL PROPERTY TO THE HOUSING AUTHORITY OF MICHIGAN CITY

WHEREAS LaPorte County has acquired various parcels of property in Michigan Township within the corporate limits of the City of Michigan City as a result of tax deeds; and

WHEREAS such parcels have no value to LaPorte County but costs LaPorte County monies because of upkeep; and

WHEREAS the Housing Authority of Michigan city has agreed to have such parcels transferred to them and they would develop and dispose of such parcels and allow them to become part of the tax rolls of LaPorte County; and

WHEREAS such transfers would be pursuant to IC 36-1-11-8.

NOW THEREFORE be it resolved by the Housing Authority of Michigan City that:

1. The following property is requested to be transferred to the Housing Authority of Michigan City:

Parcel ID No: 46012935613000022
Legal Description: 42-01-29-356-013 Blairs 2nd
42 12 FT N PT E SD LT 4 BLK 4 SANI ASSMT #36 37 38 39 40 & 61*
Commonly known as: 832 W. 7th Street, Michigan City, IN 46360

* brief tax description

2. That upon passage by the LaPorte County Board of Commissioners of a similar resolution, the Commissioners will execute a general deed transferring said parcel of land to the Housing Authority of Michigan City.

DATED this 14th day of DECEMBER, 2009.

HOUSING AUTHORITY OF MICHIGAN CITY

President

Vice President

ATTEST:

RESOLUTION NUMBER 2010-13

A RESOLUTION OF THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA, TO WRITE OFF DOUBTFUL ACCOUNTS FOR TENANT ACCOUNTS RECEIVABLES IN THE AMOUNT OF \$14,121.69.

WHEREAS, the Housing Authority of the City of Michigan City, Indiana writes off past due account receivables for residents who have vacated, abandon or died leaving a remaining balance due, and

WHEREAS, such accounts were sent to the collection agency in an attempt to obtain past due monies, and will remain at the collection agency even when the accounts have been written off by the Housing Authority, and

WHEREAS, this resolution states the specific dollar amount to be written off in tenant account receivables is \$14,121.69, and

WHEREAS, a list of tenants with overdue accounts totaling \$14,121.69 will be indefinitely kept on the Housing Authority's records, and

WHEREAS, it is understood that when a tenant with an overdue account returns to apply for housing, the tenant is required to first pay off any overdue accounts.

NOW THEREFORE BE IT RESOLVED that Board of Commissioners authorized the write-off of doubtful accounts totaling \$14,121.69 for tenant accounts receivables with the understanding that such accounts are deemed as uncollectible accounts.

Adopted this 14th day of December 2009.

Resolution moved by: Commissioner Eddie Wilson

Resolution seconded by: Commissioner Yolanda Thomas-Davis

Carla Mock, MCHA Chairperson

ATTEST: