

**CITY OF LAPEER  
MINUTES OF A REGULAR  
LAPEER HOUSING COMMISSION MEETING  
LAPEER RIVERVIEW TOWERS, LLC  
NOVEMBER 18, 2021**

A regular meeting of the Lapeer Housing Commission/Lapeer Riverview Towers, LLC was held at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan on Thursday, November 18, 2021 at 4:30 p.m.

**Members Present:** Chairman Jim Mikus, Vice Chairperson Jennell RaCosta and Commissioners Kerri Roberts and Robin Chesnutt.

**Members Absent:** Commissioner Lisa Lie.

**Also Present:** Denise Soldenski, Executive Director, Shelley Lincoln, Grant Administrator, and Janelle Jackson, Housing Manager.

Chairman Mikus called the meeting to order at 4:30 p.m.

**MINUTES**

It was moved by Commissioner RaCosta and supported by Commissioner Chesnutt to approve the minutes of the regular meeting held on October 21, 2021 as presented.

**Yeas:** Commissioners Mikus, RaCosta, Roberts and Chesnutt.

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioner Lie.

**MOTION CARRIED.**

**PUBLIC COMMENTS**

There were no public comments.

**MONTHLY FINANCIAL REPORT APPROVAL**

It was moved by Commissioner RaCosta and supported by Commissioner Roberts to approve the Monthly Financial Report as presented.

**Yeas:** Commissioners Mikus, RaCosta, Roberts and Chesnutt.

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioner Lie.

**MOTION CARRIED.**

**MONTHLY BILL APPROVAL**

Ms. Jackson reviewed additional checks submitted for payment approval.

It was moved by Commissioner Chesnutt and supported by Commissioner Roberts to approve the monthly bills as follows: 1) Riverview Towers LLC Checking; 2) Riverview Towers LLC Reserve for Replacements; 3) Housing Choice Voucher – Monthly Landlord Payments; 4) Housing Choice Voucher; and 5) Contractor Payments as presented.

**Yeas:** Commissioners Mikus, RaCosta, Roberts and Chesnutt.

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioner Lie.

**MOTION CARRIED.**

### **RIVERVIEW TOWERS**

Ms. Jackson reported no Thanksgiving activities are currently planned by the tenants and that Lapeer County Health Department may hold a Covid-19 booster shot clinic at Riverview Towers.

### **COMMISSIONER COMMENTS**

There were no comments from the commissioners.

### **STAFF REPORTS**

#### **Executive Director**

Executive Director Soldenski reported the audit has been completed with no findings and will be presented to the commission at the December meeting, that no holiday party activities are being planned for tenants and that staff will purchase tenant gifts similar to last year. Soldenski informed the commission that a tenant has been terminated from the HCV program and has requested an informal hearing which will be held at the next meeting.

#### **Boiler Circulation Pump Replacement Project Contract**

Soldenski reviewed the three bids received for the boiler circulation pump replacement project stating the asbestos testing has been completed with none being found.

It was moved by Commissioner Chesnutt and supported by Commissioner Roberts to select Goyette Mechanical as the contractor to complete the Riverview Towers boiler circulation pump replacement project in the amount of \$14,994.

**Yeas:** Commissioners Mikus, RaCosta, Roberts and Chesnutt.

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioner Lie.

**MOTION CARRIED.**

#### **Utility Allowance**

Soldenski reviewed the utility allow schedule prepared by G-Energy LLC and updates required to the Administrative Policy concerning utility allowances.

It was moved by Commissioner Roberts and supported by Commissioner Chesnutt to adopt the new Utility Allowance Schedule for the City of Lapeer and City of Davison as presented effective January 1, 2022 and to update the LHC HCV Administrative Policy to reflect the new schedule effective January 1, 2022.

**Yeas:** Commissioners Mikus, RaCosta, Roberts and Chesnutt.

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioner Lie.

**MOTION CARRIED.**

Soldenski reported the LHC waitlist was closed today with 110 new applications received to date.

### Training Policy

Soldenski reviewed the updated 2022 Training Policy and changes to the tracking process which will now be tracked by training opportunities provided and attended by members rather than by hours.

It was moved by Commissioner Chesnutt and supported by Commissioner RaCosta to accept the 2022 Training Policy.

**Yeas:** Commissioners Mikus, RaCosta, Roberts and Chesnutt.

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioner Lie.

**MOTION CARRIED.**

### TRAINING REPORT

Ms. Soldenski reviewed module 3 of the HUD PHA Financial Management PowerPoint training program.

### AJOURNMENT

There being no further business, it was the consensus of the commission to adjourn the meeting at 5:01 p.m.

**MEETING ADJOURNED**

---

Ms. Denise Soldenski, Executive Director

---

Mr. James Mikus, Chairman