

**CITY OF LAPEER
MINUTES OF A REGULAR
LAPEER HOUSING COMMISSION MEETING
LAPEER RIVERVIEW TOWERS, LLC
FEBRUARY 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, February 18, 2021 at 4:24 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 4:24 p.m.

MINUTES

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

Yeas: Commissioners Mikus, RaCosta, Chesnutt and Roberts.

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 Chesnutt and supported by Commissioner Roberts to approve the Monthly Financial Report as presented.

Yeas: Commissioners Mikus, RaCosta, Chesnutt and Roberts.

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 Roberts and supported by Commissioner Chesnutt 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, Chesnutt and Roberts.

Nays: None.

Abstain: None.

Absent: Commissioner Lie.

MOTION CARRIED.

RIVERVIEW TOWERS

Ms. Jackson reported that 31 residents have received the first round of Covid-19 vaccinations and updated the board on the most recent pest inspection.

COMMISSIONER COMMENTS

There were no comments from the commissioners.

STAFF REPORTS

Executive Director

Audit Report – FYE June 30, 2020

Executive Director Soldenski reviewed various items included in the Lapeer Housing Commission/Riverview Towers Audit Report for Fiscal Year Ended June 30, 2020 including the net position, capital assets, revenues, expenses, internal controls, compliance and stated there were no findings by the auditor. It was moved by Commissioner RaCosta and supported by Commissioner Chesnutt to approve the Audit Report for LHC/LRT for FYE June 30, 2020.

Yeas: Commissioners Mikus, RaCosta, Chesnutt and Roberts.

Nays: None.

Abstain: None.

Absent: Commissioner Lie.

MOTION CARRIED.

Executive Director Soldenski reported confirmation has been received from HUD that submittal of an Annual PHA Plan is not required this year and reviewed various capital improvements planned for the upcoming fiscal year including replacement of boiler circulation pumps, replacement of the trash compactor and common area lighting upgrades. Ms. Soldenski informed the board that staff has decided not to proceed with implementing the option for electronic rent payments for Riverview Towers.

Riverview Towers Elevator Maintenance Agreement

Executive Director Soldenski reviewed the proposals received for the Riverview Towers elevator maintenance contract. After review, it was moved by Commissioner Chesnutt and supported by Commissioner Roberts to select MEI Total Elevator Solutions as the contractor for the Riverview Towers Elevator Maintenance Agreement.

Yeas: Commissioners Mikus, RaCosta, Chesnutt and Roberts.

Nays: None.

Abstain: None.

Absent: Commissioner Lie.

MOTION CARRIED.

Riverview Towers Elevator Cab Renovations

Executive Director Soldenski reviewed the bids received for the Riverview Towers elevator cab interior upgrade project which includes upgrading the flooring, walls, ceiling and lighting for both large and small elevators. It was moved by Commissioner RaCosta and supported by Commissioner Chesnutt to select Thyssenkrupp as the contractor for the Riverview Towers Elevator Interior Cab Upgrade Project

Yeas: Commissioners Mikus, RaCosta, Chesnutt and Roberts.

Nays: None.

Abstain: None.

Absent: Commissioner Lie.

MOTION CARRIED.

After discussion, it was moved by Commissioner Chesnutt and supported by Commissioner RaCosta to approve the payment structure of a 50% upfront payment and 50% payment upon completion of the Riverview Towers Elevator Interior Cab Upgrade Project as described in the bid from Thyssenkrupp.

Yeas: Commissioners Mikus, RaCosta, Chesnutt and Roberts.

Nays: None.

Abstain: None.

Absent: Commissioner Lie.

MOTION CARRIED.

TRAINING REPORT

There was no new training information reported.

AJOURNMENT

There being no further business, it was the consensus of the commission to adjourn the meeting at 4:50 p.m.

MEETING ADJOURNED

Ms. Denise Soldenski, Executive Director

Mr. James Mikus, Chairman