

Regular Meeting Minutes of
Marysville Housing Commission held on
Thursday, February 20, 2025
Meeting held at
Marysville Housing Commission
Vicksburg Halls
1100 New York Avenue
Marysville MI 48040
10:18 AM

1. Roll Call:

The Regular Meeting of the Marysville Housing Commission was held on February 20, 2025. This meeting was held at Vicksburg Hall 1100 New York, Marysville MI 48040. President W. Deem Boldyreff called the meeting to order at 10:18 AM with roll call by Executive Director James A. Dewey.

Present: President W. Deem Boldyreff, Commissioner Richard DeNardin, David Smith and Susan Throop

Also: Executive Director James A. Dewey, Deputy Executive Director/Legal Counsel Gregory T. Stremers, Program Assistant Specialist Anne Landschoot, Program Operational Manager Pamela Moses and Financial Manager Suzanne Ward and Property Manager Melissa Mayo

Absent: Vice President Ryan Welser

2. Public Comment for items listed on the agenda:
None

3. Approval of Agenda to include any changes/additions

Changes: None

Additions: None

With discussion complete, Commissioner Smith motioned to approve the MHC agenda as presented. This motion was supported by Commissioner Throop.

Ayes: Boldyreff, DeNardin, Smith, Throop

Nays: None

Absent: Welser

Motion Carried.

4. Approval of Minutes

- January 16, 2025, Regular Meeting Minutes

With complete discussion, Commissioner Smith motioned for approval of the minutes from The Regular Meeting held on January 16, 2025, and supported by Commissioner DeNardin.

Ayes: Boldyreff, DeNardin, Smith, Throop

Nays: None

Absent: Welser

Motion Carried.

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5. Communication / Presentation
None

6. Financial Reports
a. Balance Sheet and Budget vs. Actual Expenses
January 2025
Review and discussion held.

With review and discussion complete, Commissioner DeNardin made a motion to receive and file the Balance Sheet and Budget vs. Actual expenses which was supported by Commissioner Throop.

Ayes: Boldyreff, DeNardin, Smith, Throop,
Nays: None
Absent: Welser
Motion Carried.

- b. Public Housing General Fund Cash Disbursement and Wire Transfer
1. Cash Disbursements – January 2025
2. Wire Transfer – January 2025
Discussion was held regarding the cash disbursement which resulted in questioning a payment directed to Marwood Nursing Home. Upon review it was noted that this payment in the amount of \$424.03 was directed to a former resident that is now living in Marwood Manor therefore the check was directed there for her to capture.

With discussion complete, Commissioner Throop motioned with support from Commissioner Smith to approve the Cash Disbursement and Wire Transfer ending January 2025.

Ayes: Boldyreff, DeNardin, Smith, Throop
Nays: None
Absent: Welser
Motion Carried.

- c. Utility Consumption Comparison
1. Detroit Edison
2. SEMCO
Review and discussion held.

With review and discussion complete, Commissioner Smith motioned to receive and file the Utility Consumption Comparison as presented, the motion was seconded by Commissioner DeNardin.

Ayes: Boldyreff, DeNardin, Smith, Throop
Nays: None

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Absent: Welser
Motion Carried.

- d. CFP (Capital Fund project) Obligation/Expenditure (E-LOCC)
A review was held noting that obligation efforts continue.
- e. Account Balance Report
Review and discussion held.

A motion was made by Commissioner Throop and supported by Commissioner Smith to receive and file the Account Balance Report as presented.

Ayes: Boldyreff, DeNardin, Smith, Throop
Nays: None
Absent: Welser
Motion Carried.

7. Unfinished Business
None

8. New Business

- a. Small Business Purchase (informational purposes only)
None
- b. Travel and Training
 - 1. MI NAHRO/NCRC Spring Conference
Dates: April 15-18, 2025
Cost: Registration, Hotel and Per-Diem
Includes: Conference Training
Attendees: Commissioner if interested

This Travel and Training was presented again this month to inquire if any commissioner member was interested in attending. If so, please contact Anne Landschoot prior March 16th, 2025.

- c. Approval of Contracts
 - 1. Computer IT System Bid Tabulation
Simplified Business Solution (SBS)
Rep: Tim O'Brien
Annual Cost: \$5,669.52
Contract: 03.01.2025 to 02.28.2027 with option to renew up to 5 total years.

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Discussion was held noting that 21 vendors were contacted with only 2 bidders completing the request. An independent group of three staff members reviewed the vendors proposals with follow up conversations taking place with each vendor. It was learned that the difference in monthly/annual cost of agreement was due to Quality Computer Solutions not including software security, emails cost and other programs that are essential for the protection of sensitive information. With addition to these programs SBS proved to be the lower cost vendor and therefore it is being recommended to award the contract bid tabulation to SBS with option to renew up to a total of 5 years.

With complete discussion and understanding of the cost analysis, Commissioner Smith motioned with support from Commissioner DeNardin to approve SBS as the vendor of choice as outlined.

Ayes: Boldyreff, DeNardin, Smith, Throop

Nays: None

Absent: Welser

Motion Carried.

2. Cedar Graphic Signs

Cedar hills Graphics
912 Military Street
Port Huron MI 48060

Executive Director Dewey explained the three options for replacement signage noting that bid #1 in the amount of \$16,974.00 is being recommended due to cost comparable to the new signs that the City of Marysville has been installing throughout the city and the material is high quality outlasting previous design.

With discussion complete, Commissioner Throop motioned with support from Commissioner Smith to approve bid No. 1 as the signage of choice in the amount of \$16,974.00

Ayes: Boldyreff, DeNardin, Smith, Throop

Nays: None

Absent: Welser

Motion Carried.

d. Miscellaneous

1. Monthly Vacancy Report

Property Manager Melissa Mayo announced that there are 2 scheduled move ins by month end, 2 additional apartments are expected to be vacated as 30-day notices have been issued and one apartment is currently under renovation and will be back online soon.

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2. Election of Officers- President and Vice President

It was explained that every two years an election is to be held for the officers of President and Vice President. Therefore, the floor was opened to hear nomination for both positions.

Commissioner Smith motioned with support from Commissioner Throop to re-elect President Boldyreff and Vice President Welser to continue as the elected officers of MHC Board of Commissioner.

Ayes: Boldyreff, DeNardin, Smith, Throop

Nays: None

Absent: Welser

Motion Carried.

e. Resolution
None

g. Staff Report

1. Executive Director James A. Dewey

Executive Director Dewey highlighted to the Board of Commissioners his highlighted report of the Director as follows:

- Discussion of the current presidential administration attempting to reduce HUD employees by 50% along with unnecessary spending.
- The expiration of the Continued Resolution approved in December 2024, expiring March 14, 2025. It is unknown whether a balanced budget will be approved or if another extension will be confirmed.
- Do to the ongoing concern of HUD cost reductions, Executive Director James A. Dewey has been attending meetings of the NAHRO Board of Governors, NCRC and MI NAHRO meetings to openly discuss the best options for continuing operations should funding be decreased etc.
- It was announced the AHC was approved for the Lincoln Lofts project located in Port Huron. This is a partnership to provide housing for chronically homeless individuals and to provide supportive services for those in need.
- Ms. Sarah Mitchell has been hired as the new Property Assistant Manager of MHC. Ms. Mitchell comes with ample property management experience.

Generator Conversation:

It was announced that the MHC Complex Generator is currently not in full operation. Discussion was held regarding the cost of repairs vs full replacement. A cost analysis was sought with a bid of over \$10,000 with no guarantees. . This cost, appears to be excessive

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therefore a full bid will take place and presented for board review and consideration of approval.

Discussion continued with Board Members regarding what the complex generator supports as far as resident safety, what emergency alert systems are provided, elevator operation, electronic door systems, HVAC etc. Discussion was held regarding rental of a temporary system to ensure safety and operation of complex and placement of such a rental and cost analysis.

Based on the importance of generator backup operations, Commissioner Smith motioned with support from Commissioner Throop to approve the rental of temporary backup generator systems until a permanent replacement is secure at \$2,000.00 per month with a one time hook up fee of \$150.00

Ayes: Boldyreff, DeNardin, Smith, Throop

Nays: None

Absent: Welser

Motion Carried.

2. 5 Year Goal Achievement Quarterly Review
Due in March 2025

9. Public Audience:

Ms. McNeely #D202

-Discussed concerns over cleanliness of the complex and management ability

Ms. Regan #B205

-Expressed concerns over snow removal in between vehicles

Mr. Parisi B #112

-Expressed concerns regarding personal gardening on MHC Property and would like to have the full understanding of peaceful enjoyment of self and others.

Ms. Hughes #D213

-Expressed concerns over city owned sidewalks and why MHC is not removing snow from these locations.

Staff Mr. Malcolm

-Expressed his concerns about removing snow from between the vehicles, management and staff appreciation.

Ms. Weaver # D203

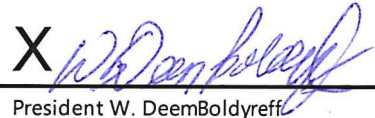
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-Expressed her support for management.

10. Open Board Discussion:
President Deem Boldyreff, hearing the concerns issued from the public will inquire with management on topics brought to his attention and act in accordance with facts of the events.

President Deem Boldyreff did address the public explained that the new development that was being sought for approval and construction has been delayed due to wetland classification. .

11. Adjournment
With the business of the agenda having been complete, Commissioner Smith motioned with support from Commissioner DeNardin to adjourn the meeting of the Board of Commissioner at 11:20 AM. The next Regular Commissioner meeting is scheduled to be held on Thursday, March 20, 2025, located at Marysville City Hall 1205 Delaware Avenue, Marysville Mi 48040.

X 

President W. Deem Boldyreff
Vice President Ryan Welser

X 

Executive Director/Secretary James A. Dewey
Deputy Executive Director Gregory J. Stremers