

**Housing Board Meeting Minutes  
July 21, 2014**

Present: Don Gardner, Ed Wenger, Tom Jonet, Tim Bomberg Excused: Jackie Halada Others: Jen Steber and Colleen Moller

Steber called the meeting to order at 3:35p.m. Roll Call noted those present with Jackie Halada being excused.

Steber called for nominations for Board Chair. Bomberg nominated Ed Wenger. No further nominations were received. Motion by Gardner, seconded by Bomberg, the Board voted unanimously that nominations be closed and a unanimous ballot be cast for Wenger as Chairperson.

The meeting was turned over to Wenger.

Wenger called for nomination for Board Vice-Chairperson. Bomberg nominated Gardner. No further nominations were received. Motion by Bomberg, seconded by Jonet, the Board voted unanimously that nominations be closed and a unanimous ballot be cast for Gardner as Vice-Chairperson.

No comments from the public.

Motion by Gardner, seconded by Bomberg, the minutes of the 04-16-2014 meeting were unanimously approved.

The Board reviewed the Housing financial summary including loans payable. Motion by Gardner, seconded by Jonet, the Board voted unanimously to approve the reports as presented.

Steber reviewed CDBG-R5-14 loan application materials including fair market value, insurance, taxes, and housing inspection. After Board review, a motion was made by Bomberg, seconded by Gardner, and unanimously approved by the Board to recommend the applicant obtain at least three (3) contractor bids to address all safety and major concern items identified in the Housing Inspection report. Additionally, the Board recommended adding drainage and gutters to the bid to address water/foundation problems appearing in the application pictures.

After three bids are received, the Board will review and make a final recommendation regarding project funding.

Moller was seated at 3:50p.m.

Moller gave the Board an update on CDBG-R4-13 and reviewed the building inspection and engineering report. The Contractor is required to submit a change order to include a remedy of the findings. The Board will review the Change Order and make a final recommendation regarding additional project funding. The homeowner has agreed to the mortgage add-on.

Steber noted that Moller conducted a review of all outstanding loans to determine current property taxes and home owners insurance. Steber indicated the five (5) loans are no longer the primary residence of the mortgage holder. In these cases, the mortgage is payable in full. After consultation with the State, a recommendation was made to enter into a payment agreement with these clients. Bomberg requested the Tax Intercept Program be reviewed to possibly include these loans. Additionally, one (1) loan no longer carries homeowners insurance. Moller will work with the client to obtain insurance vs. payment plan.

Steber informed the Board that two (2) loans were in the process of foreclosure. Total loans are \$24,000.

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Another loan (WDF-200) was identified as foreclosed in 2003 with another owner occupying the property and currently selling. This loan will be identified as non-payable on the Housing loan list/books.

After working with corporation counsel, draft copies of repayment agreements will be brought before the Housing Board for final approval.

Wenger gave an update from the most recent CDBG Regional Meeting. Copies of the minutes were forwarded to the Board.

Steber and Moller reviewed Section 2 of the Housing Program manual. Additional items will be reviewed at future meetings.

Committee Concerns: None

Motion by Bomberg, seconded by Gardner, the meeting was adjourned.