August 27, 2025

HOUSING COMMISSION MEETING MINUTES

This being a regular meeting, the meeting was called to order at 1:38 p.m. by Iosco County Housing Commission Chairperson, Tyler Leslie.

Commissioners Present: Russo, Leslie, Hardy, Johnson, and Finley.
Absent: None.
Vacant: One position.

Also Present: Jamie Carruthers-Soboleski, County Controller/Finance Director; Kathleen Murphy, Housing Director/Board Secretary

CALL TO ORDER/ROLLCALL/PLEDGE OF ALLIGANCE

HOUSING COMMISSION MINUTES **July 23, 2025**

Hardy motions to approve the Housing Commission minutes from July 23, 2025, and Russo seconds. All ayes. Motion carried.

APPROVAL OF THE AGENDA – Additions, Corrections, & Approval

Russo motions to approve the agenda and Leslie seconds. All ayes; motion carried.

PUBLIC COMMENT

None.

OLD BUSINESS

None.

NEW BUSINESS

Approve Schmidt's CHILL Grant Application Pending Environmental Review

Schmidt would like new windows, furnace, siding, storm doors and complete electrical repairs. Leslie motions to approve Schmidt's CHILL grant application up to $24,999.99 pending the environmental review and Russo seconds.

Carried on the following roll call: Ayes: Leslie, Russo, Johnson, and Hardy. Nays: None. Abstain: None. Absent: None. Vacant: One Position.

Approve Burkholder's CHILL Grant Application Pending Environmental Review

Burkholder would like her windows, furnace ductwork, and siding replaced and crawlspace insulated. Leslie motions to approve Burkholder's CHILL grant application up to $24,999.99 pending the environmental review and Russo seconds.

Carried on the following roll call: Ayes: Leslie, Russo, Johnson, and Hardy. Nays: None. Abstain: None. Absent: None. Vacant: One Position.

Approve Godoshain's CHILL Grant Application Pending Environmental Review

Godoshain would like their windows, doors, roof, siding, furnace, and plumbing replaced and their electrical rewired. Leslie motions to approve Godoshain's CHILL grant application up to $24,999.99 pending the environmental review and Hardy seconds.

Carried on the following roll call: Ayes: Leslie, Russo, Johnson, and Hardy. Nays: None. Abstain: None. Absent: None. Vacant: One Position.

Approve McIntosh's CHILL Grant Application Pending Environmental Review

McIntosh would like their windows, doors, roof and soffit, and furnace and A/C replaced. Leslie motions to approve McIntosh's CHILL grant application up to $24,999.99 pending the environmental review and Russo seconds.

Carried on the following roll call: Ayes: Leslie, Russo, Johnson, and Hardy. Nays: None. Abstain: None. Absent: None. Vacant: One Position.

Approve Moe's CHILL Grant Application Pending Environmental Review

Moe would like their windows, doors, roof, insulation, siding, and skirting replaced. There was a discussion on whether or not the home is permanently affixed to the foundation. The commission tabled a decision on Moe's application until proof that the home is permanently affixed to the foundation according to CHILL grant guidelines.

Approve Giers's CHILL Grant Application Pending Environmental Review

Giers would like their crawlspace insulated, electrical panel, furnace and ductwork, and doors replaced. Leslie motions to approve Giers's CHILL grant application up to $24,999.99 pending the environmental review and Russo seconds.

Carried on the following roll call: Ayes: Leslie, Russo, Johnson, and Hardy. Nays: None. Abstain: None. Absent: None. Vacant: One Position.

Approve Hollars's CHILL Grant Application Pending Environmental Review

Hollars would like their windows, roof replaced. Leslie motions to approve Hollars's CHILL grant application up to 24,999.99 pending an environmental review and MSHDA's response to Hollars's Homeowner's Insurance Declaration statement. He does not currently have insurance. MSHDA is reviewing the statement that was submitted.

Carried on the following roll call: Ayes: Leslie, Russo, Johnson, and Hardy. Nays: None. Abstain: None. Absent: None. Vacant: One Position.

COMMENTS OF HOUSING COMMISSION MEMBERS

Hardy – Land bank presentation with updates by Carruthers-Soboleski.

ADMINISTRATIVE REPORT

- **There are currently four contractors that are pre-approved for MI-HOPE projects with work to be completed by September 1st or October 1st. Three of the contractors are doing really well at meeting deadlines or communicating issues that they are experiencing. One of the contractors is consistently not communicating or meeting deadlines. The contractor has eight projects with only one being fully completed. Two of the remaining seven projects have not had windows ordered and will not meet their contractual deadline. They are already in breach of contract. Carruthers-Soboleski sent an email to MSHDA asking for steps on reassigning the work to another contractor. MSHDA responded to send a certified letter with a two-week deadline to complete the work and, if they do not complete the work, offer the work to the next lowest bidder. Carruthers-Soboleski would like to send the contractor the certified letter after the September 1st deadline. Russo motions to have Carruthers-Soboleski send the certified letter to Redfield Construction after the September 1st deadline with a two-week deadline to complete the projects and if not completed assign to the next lowest bidder and Leslie seconds.**

  Carried on the following roll call: Ayes: Leslie, Russo, Johnson, and Hardy. Nays: None. Abstain: None. Absent: None. Vacant: One Position.

- **There was a public hearing for MI-Neighborhood grant with no comments. The application was submitted to MSHDA.**
- **The 1st Tier 2 environmental review is back, and we are waiting for MSHDA's response.**
- **The next meeting will be held on September 24th at 1:30 p.m.**

ADJOURNMENT

The business for the day having been addressed, meeting adjourned at 2:00 p.m. until 1:30 p.m. on September 24, 2025. Motioned by Russo and seconded by Leslie. All ayes. Motion carried.

Respectfully:

Kathleen Murphy
Housing Director/Board Secretary