

MINUTES OF THE REGULAR  
MEETING OF THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE CITY  
OF MICHIGAN CITY, INDIANA, HELD ON  
MONDAY, MAY 19, 2008

The Commissioners of the Housing Authority of the City of Michigan City, Indiana held a regular meeting on Monday, May 19, 2008 at 4:30 p.m. The meeting was held at the Housing Authority of the City of Michigan City, Indiana 46360. Chairperson Carla Mock called the regular meeting to order at approximately 4:30 p.m. Commissioners who attended the meeting included Vice Chairperson Ronald Strauss, Commissioner Hazel Thomas, Commissioner Yolanda Thomas-Davis, Commissioner Eddie Wilson, and Commissioner Eric Overcash. Commissioner Bill Fine did not attend the meeting. Public and media meeting attendees included Andre Steele from ALCO-TV and Dan Nole from GIS Insurance. Housing Authority personnel, who attended the Board meeting, included Executive Director Lenda Wilson, Housing Authority Attorney Michelle Bazin-Johnson from Friedman & Associates, p.c., Financial Assistant Norma Thomas, and Executive Secretary Robin Fly.

APPROVAL OF MINUTES:

April 21, 2008

Chairperson Mock called for approval of the Regular Board meeting minutes and resolutions dated Monday, April 21, 2008. Commissioner Overcash motioned approval of both minutes and resolutions; Commissioner Wilson seconded the motion.

CARRIED

NEW BUSINESS:

Auto Owners Workmen's Compensation:

Chairperson Mock introduced Dan Nole from GIS Insurance to discuss Auto Owners workmen's compensation insurance. Mr. Nole distributed a handout to the Board for review and discussion. In reference to the handout Mr. Nole explained to the Board that workers compensation insurance pays for on-the-job injuries for employees who work for the Housing Authority and GIS derives its premium amounts for coverage from the estimated payrolls of the Housing Authority's carpentry building activities and the Housing Authority "governing class."

Mr. Nole informed the Board that when the auditor reviews the estimated Housing Authority carpentry and governing class estimated figures, the auditor at times adjusts the figures, which resulted in an additional charge of \$1,430 listed on the invoice, presented to the Board for approval, for year 2007-2008. In addition to determining rates, the State of Indiana calculates an "experience modification" tailored toward each individual entity taking into

consideration the payment amount of premium and monies paid in losses resulting in the Housing Authority having a surcharge credit.

In response to Commissioner Overcash's questions regarding types of coverage to include compensation or indemnity, Mr. Nole said that auto owners insurance compensates medical bills acquired through injuries and compensates indemnity, which represents payment of lost wages when off work in compliance with state law. With no further discussion Vice Chairperson Strauss motioned approval of the additional charge in the amount of \$1,430 for Auto Owners insurance; Commissioner Davis seconded the motion.

CARRIED

#### APPROVAL OF THE MANAGEMENT REPORTS:

Chairperson Mock called for approval of the management reports as presented to the Board. In reference to the Boulevard Gardens & Lakeland Estates Occupancy Report, Commissioner Thomas inquired about type of improvement shown after inspection of a reported housekeeping problem; she then assumed a procedure was in place to monitor improvement. She also questioned the number of participants attending the Baby Talk program.

In reference to the Financial Report, Vice Chairperson Strauss asked if the Housing Authority has stopped payment of Payment in Lieu of Taxes (PILOT) to the County. Executive Director Wilson said that although PILOT debt has been forgiven, the Housing Authority continues to calculate amount because HUD allows the Housing Authority to retain that allocated funding. In regards to the Incident Report Commissioner Davis asked if former Lakeland Estates resident, who was unruly and disruptive, was actually banned from the property. Executive Director Wilson said that the banning request has been submitted to Housing Manager Joyce Gaston.

In regards to the Financial Report Commissioner Thomas asked about the correctness of the following statement, "New FY08 Budget began in October 1, 2008." Executive Director Wilson said that the "New FY08 Budget began in October 1, 2007" not 2008. With no further questions, Vice Chairperson Strauss motioned approval of the Housing Authority management reports; Commissioner Thomas-Davis seconded the motion.

CARRIED

#### COMMITTEE REPORTS:

##### **Asset Management/Procurement/Construction**

Chairperson Mock called for discussion from the Asset Management Committee. In regards to the Housing Authority obtaining quotes from roofing companies to repair roof at 218, 218½, 220, 220½ 9<sup>th</sup> Street Building, Commissioner Wilson recommended and motioned approval of quote from R. L. Roofing for \$11,900 with an amount not to exceed \$13,400; additional costs are made available to compensate for "bad" wood. Vice Chairperson Strauss seconded the motion.

After discussion, Chairperson Carla Mock introduced the following resolution:

RESOLUTION NUMBER 2008-22

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO ACCEPT THE QUOTE FROM R.L. ROOFING FOR A TOTAL COST OF \$11,900 NOT TO EXCEED \$13,400.

The resolution was moved by Commissioner Eddie Wilson and seconded by Vice Chairperson Ronald Strauss.

AYES

Carla Mock  
 Ronald Strauss  
 Hazel Thomas  
 Eric Overcash  
 Yolanda Thomas-Davis  
 Eddie Wilson

NAYS

CARRIED

Commissioner Bill Fine did not attend the Board meeting.

**Policy/Personnel Committee**

Chairperson Mock called for discussion from the Policy/Personnel Committee. In regards to the FY2009 Salary Increase, Commissioner Overcash said that committee recommended an across-the-board 2 percent (2%) increase in salary for administrative staff at the Housing Authority. Because the union has not presented proposal to committee at this time, Commissioner Overcash said no action has been taken regarding the matter. In reference to longevity pay, Commissioner Overcash informed the Board that the Committee recommends a total of \$17,100 for longevity to employees who qualify. He then motioned approval of a 2% wage increase for Housing Authority administration staff and a total longevity amount of \$17,100 toward payment to appropriate employees. Commissioner Thomas seconded the motion.

After discussion, Chairperson Carla Mock introduced the following resolution:

RESOLUTION NUMBER 2008-23

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE A TWO PERCENT (2%) SALARY INCREASE FOR ADMINISTRATION EMPLOYEES AND TO

IMPLEMENT LONGEVITY PAY TOWARD ADMINISTRATION EMPLOYEES FOR A TOTAL AMOUNT OF \$17,100.

The resolution was moved by Commissioner Eric Overcash and seconded by Commissioner Hazel Thomas.

AYES

Carla Mock  
 Ronald Strauss  
 Hazel Thomas  
 Eric Overcash  
 Yolanda Thomas-Davis  
 Eddie Wilson

NAYS

CARRIED

Commissioner Bill Fine did not attend the Board meeting.

OLD BUSINESS:

NEW BUSINESS:

Resolution to Apply 2008 Enrichment Grant

Chairperson Mock called for approval of the resolution to apply for the Michigan City Enrichment Corporation 2009 Enrichment Grant. Executive Director Wilson said that the Housing Authority is applying for a grant to fund a summer recreation coordinator position at Lakeland Estates for next summer. With no further discussion, Commissioner Overcash motioned approval to apply for the 2009 Enrichment Grant for summer coordinator at Lakeland Estates; Vice Chairperson Strauss seconded the motion.

After discussion, Chairperson Carla Mock introduced the following resolution:

RESOLUTION NUMBER 2008-21

A RESOLUTION OF THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO SUBMIT APPLICATION TO THE MICHIGAN CITY COMMUNITY ENRICHMENT CORPORATION (MCCEC) REQUESTING \$8,000 IN SUMMER RECREATION COORDINATOR FUNDS FOR LAKELAND ESTATES YOUTH.

The resolution was moved by Commissioner Eric Overcash and seconded by Vice Chairperson Ronald Strauss.

AYES

Carla Mock  
 Ronald Strauss  
 Hazel Thomas  
 Eric Overcash  
 Yolanda Thomas-Davis  
 Eddie Wilson

NAYS

CARRIED

Commissioner Bill Fine did not attend the Board meeting.

Resolution to Apply for Section 8 Family Self-Sufficiency (FSS) Grant  
 Chairperson Mock called for approval of the Family Self-Sufficiency (FSS) Grant. Vice  
 Chairperson Strauss motioned approval to apply for the grant; Commissioner Overcash  
 seconded the motion.

After discussion, Chairperson Carla Mock introduced the following resolutions:

RESOLUTION NUMBER 2008-24

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY,  
 INDIANA TO APPROVE APPLICATION SUBMISSION TO THE UNITED STATES  
 DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FOR GRANT  
 FUNDING OF SECTION 8 FAMILY SELF SUFFICIENCY COORDINATOR AT THE  
 HOUSING AUTHORITY TO HELP FAMILIES GAIN ECONOMIC INDEPENDENCE  
 AND SELF SUFFICIENCY.

RESOLUTION NUMBER 2008-25

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY,  
 INDIANA TO APPROVE APPLICATION SUBMISSION TO THE UNITED STATES  
 DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FOR GRANT  
 FUNDING OF PUBLIC HOUSING (PHA) FAMILY SELF SUFFICIENCY  
 COORDINATOR AT THE HOUSING AUTHORITY TO HELP FAMILIES GAIN  
 ECONOMIC INDEPENDENCE AND SELF SUFFICIENCY.

The resolution was moved by Vice Chairperson Ronald Strauss and seconded by  
 Commissioner Eric Overcash.

AYES

Carla Mock  
 Ronald Strauss  
 Hazel Thomas  
 Eric Overcash  
 Yolanda Thomas-Davis  
 Eddie Wilson

NAYS

CARRIED

Commissioner Bill Fine did not attend the Board meeting.

Approval of Bills

For Your Information

Vice Chairperson Strauss congratulated reappointment of Chairperson Carla Mock and Commissioner Eddie Wilson to the Board of Commissioners of the Housing Authority of the City of Michigan City, Indiana.

Public Comments

Chairperson Mock opened the floor for public comments. No comments were presented to the Board.

ADJOURNMENT:

With no further business to present to the Board, Commissioner Overcash motioned to adjourn the meeting at approximately 5:15 p.m. Commissioner Wilson seconded the motion.

---

Carla Mock, MCHA Chairperson

ATTEST:

---

Lenda Wilson, MCHA Executive Director

RESOLUTION NUMBER 2008-21

A RESOLUTION OF THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO SUBMIT APPLICATION TO THE MICHIGAN CITY COMMUNITY ENRICHMENT CORPORATION (MCCEC) REQUESTING \$8,000 IN SUMMER RECREATION COORDINATOR FUNDS FOR LAKELAND ESTATE YOUTH.

WHEREAS, in accordance with the implementation of the agency plan and to provide salary for summer recreation, to run parallel to the summer feeding program sponsored by the Michigan City Area Schools, and

WHEREAS, such service would enhance the lives of the youth and would provide for a safer and creative environment for residents, and

WHEREAS, the Director proposed that the Housing Authority apply for grant funds from the Michigan City Community Enrichment Corporation (MCCEC) to contract with one full-time Summer Recreation Coordinator and one full-time temporary Summer Recreation Coordinator Assistant for 8 weeks (June through August, 2008) at Lakeland Estates Development, and

WHEREAS, the Housing Authority requests \$8,000 in matching funds.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners authorized the Director to apply for grant from MCCEC in the amount of \$8,000 in matching funds to contract with one full-time Summer Recreation Coordinator and one full-time temporary Summer Recreation Coordinator Assistant for 8 weeks (June through August 2008) at Lakeland Estate Development.

Adopted this 19<sup>th</sup> day of May 2008.

Resolution moved by: Commissioner Eric Overcash

Resolution seconded by: Vice Chairperson Ronald Strauss

---

Carla Mock, Chairperson

ATTEST:

RESOLUTION NUMBER 2008-22

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO ACCEPT THE QUOTE FROM R.L. ROOFING FOR A TOTAL COST OF \$11,900 NOT TO EXCEED \$13,400.

WHEREAS, a Housing Authority of the City of Michigan City Building located on 218-220 W. 9<sup>th</sup> Street has a roof is in need of repair due to leaking problem, and

WHEREAS, the Housing Authority sent out request for quotes to roofing companies and received the following responses, and

<u>COMPANY NAME</u>	<u>AMOUNT</u>
R.L. Roofing Services, Inc.	\$ 11,900.00-\$13,400.00
Dudeck Roofing & Sheet Metal, Inc.	\$ 47,980.00
Ross Roofing	\$ 14,177.00

WHEREAS, the Asset Management/Procurement/Construction Committee reviewed the quotes and recommended the Board accept the lowest quote for \$11,900 with a maximum amount of \$13,400 as needed based upon condition of wood.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Michigan City, Indiana approved the roofing repair quote from R.L. Roofing Service, Inc. for a total cost ranging from \$11,900 - \$13,400.

Adopted this 19<sup>th</sup> day of May 2008.

Resolution moved by: Commissioner Eddie Wilson

Resolution seconded by: Vice Chairperson Ronald Strauss

---

Chairperson Carla Mock

ATTEST:

RESOLUTION NUMBER 2008-23

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE A TWO PERCENT (2%) SALARY INCREASE FOR ADMINISTRATION EMPLOYEES AND TO IMPLEMENT LONGEVITY PAY TOWARD ADMINISTRATION EMPLOYEES FOR A TOTAL AMOUNT OF \$17,100.

WHEREAS the Housing Authority's Asset Management Committee convened to discuss potential salary increase for administration employees, and

WHEREAS, that Committee recommended to the Board an across-the-board wage increase of two percent (2%), and

WHEREAS, in consideration of the Housing Authority budget, at times, administration employees are awarded longevity pay, and

WHEREAS, longevity pay is distributed in dollar amounts based upon the number of years of employment at the Housing Authority, and

WHEREAS, the Asset Management Committee recommended to the Board a total amount of \$17,100 for distribution to administration employees who qualify and in accordance to amount of years of service.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Michigan City, Indiana approved an-across-the-board 2% wage increase and an allotment in the amount of \$17,100 for longevity pay toward appropriate administrative employees in accordance to number of years of employment.

Adopted this 19<sup>th</sup> day of May 2008.

Resolution moved by: Commissioner Eric Overcash

Resolution seconded by: Commissioner Hazel Thomas

---

Chairperson Carla Mock

ATTEST:

RESOLUTION NUMBER 2008-24

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE APPLICATION SUBMISSION TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FOR FUNDING OF SECTION 8 FAMILY SELF SUFFICIENCY COORDINATOR AT THE HOUSING AUTHORITY TO HELP FAMILIES GAIN ECONOMIC INDEPENDENCE AND SELF SUFFICIENCY.

WHEREAS, last year the Housing Authority of the City of Michigan City, Indiana applied to the United States Department of Housing and Urban Development (HUD) for funding for a Family Self Sufficiency Coordinator and received the funding, and

WHEREAS, the continuance of the Family Self Sufficiency (FSS) Coordinator is dependent on the yearly renewal process by submitting an application to HUD in request for funding of the FSS coordinator position, and

WHEREAS, the Board of Commissioners understood the need for a family self-sufficiency coordinator to continue to assist families in gaining economic independence and becoming self sufficient.

NOW THEREFORE BE IT RESOLVE that the Board of Commissioners approved the submission on an application to HUD requesting funding for a Section 8 family self-sufficiency coordinator at the Housing Authority.

Adopted this 19<sup>th</sup> day of May 2008.

Resolution moved by: Vice Chairperson Ronald Strauss

Resolution seconded by: Commissioner Eric Overcash

---

Carla Mock, MCHA Chairperson

ATTEST:

RESOLUTION NUMBER 2008-25

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE APPLICATION SUBMISSION TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FOR FUNDING OF PUBLIC HOUSING (PHA) FAMILY SELF SUFFICIENCY COORDINATOR AT THE HOUSING AUTHORITY TO HELP FAMILIES GAIN ECONOMIC INDEPENDENCE AND SELF SUFFICIENCY.

WHEREAS, last year the Housing Authority of the City of Michigan City, Indiana applied to the United States Department of Housing and Urban Development (HUD) for funding for public housing (PHA) a Family Self Sufficiency Coordinator and received the funding, and

WHEREAS, the continuance of the Family Self Sufficiency (FSS) Coordinator is dependent on the yearly renewal process by submitting an application to HUD in request for funding of the FSS coordinator position, and

WHEREAS, the Board of Commissioners understood the need for a family self-sufficiency coordinator to continue to assist families in gaining economic independence and becoming self sufficient.

NOW THEREFORE BE IT RESOLVE that the Board of Commissioners approved the submission on an application to HUD requesting funding for PHA family self-sufficiency coordinator at the Housing Authority.

Adopted this 19<sup>th</sup> day of May 2008.

Resolution moved by: Vice Chairperson Ronald Strauss

Resolution seconded by: Commissioner Eric Overcash

---

Carla Mock, MCHA Chairperson

ATTEST: