

Bangor Housing Commission  
820 Second Street  
Bangor, MI 49013  
Regular Meeting Minutes  
May 16, 2024  
6:00 PM Community Room

1. **Call to Order:** Meeting called to order by President Farmer at 6:05 PM.
2. **Pledge of Allegiance:** Recited by all.
3. **Roll Call:** PRESENT: President Dan Farmer, Commissioner Jerry Muenzer, Commissioner Carla Gray, Resident Commissioner Jeannie McCloud, Executive Director Brandy Wines. ABSENT: None.
4. **Approval of Agenda:** Motion by Muenzer, Second by Gray to Approval Agenda as presented. Ayes - all. Nays - none. Motion Carried.
5. **Reading and approval of Minutes from 4/18/ 2024:** Motion by Muenzer, Second by Gray to approve minutes from 4/18/ 2024. Ayes - all. Nays - none. Motion Carried.
6. **Approval of Accounts Payable:** Motion by Gray, Second by Muenzer to approve payment of bills totaling \$21,368.72. **ROLL CALL VOTE:** Ayes - Farmer, Muenzer, Gray, McCloud. Nays- none. Motion Carried.
7. **Report from Director regarding Authority Business:**
  - > “Midwest Receivable Solutions” is a business recommended by HUD, as a collection agency for collecting delinquent rent from tenants. The attachment provided outlines their terms and conditions, which includes a 35% contingency fee on all recovered funds for the BHC. E.D. Wines highly recommends this company. Motion by Muenzer, Second by Gray to hire this company for delinquent debt collection from tenants. **ROLL CALL VOTE:** Ayes - McCloud, Farmer, Muenzer, Gray. Nays - none. Motion Carried.
8. **Financial Report:**
  - A. Operating Funds Statement - \$28,366.75
  - B. Capital Funds Statement - \$100.12
  - C. Security Deposit Funds Statement - \$7,594.73
  - D. Laundry Funds Statement/ Laundry Funds - \$3,636.03
  - E. Rent revenue for April - \$13,528.50
  - F. Pet Deposit Funds - \$100.11
  - G. May’s Draw Down from HUD - \$21,056.00
9. **Occupancy Report:**
  - > 835 Black River Rd, Apt D is done and ready to rent.
  - > Apt 316, 820 2nd Street, is done.
  - > Apt D, 1025 2nd Street still needs lots of work to be done.
  - > Apt at 1216 Center Street still needs lots of work.

10. **Procurement Report:**  
> Work now being done on all 820 2nd Street apartments; getting ready for inspection next week.
11. **Physical Needs Assessment:** No report.
12. **Old Business:**  
> City Hall has received letter from BHC requesting reimbursement for damages to sewer line. BHC is waiting for reply.  
> Tyler Wines - waiting to hear back from Attorney Graham regarding request for Tyler to receive a W-2 for his work this year. Also, need opinion if it's OK for Tyler to work on maintenance at BHC on an "as needed" basis. (He would be supervised by Guy Strickfadden, current Maintenance Manager at BHC.)
13. **New Business:**  
A. REAC will be at the BHC on June 13 and 14, 2024 to do inspection for HUD.  
B. Vice President Doroh has resigned from BHC Board of Directors. Email was sent to E.D. Wines and President Farmer on 4/19/24. Resignation is effective 4/19/24.
14. **Public Comments:**  
> Many "Thank You's" to Commissioner McCloud for her work as Night Manager.  
> Former E.D. Markel has requested an immediate Closed Session meeting with the Board. Motion by Muenzer, Second by Gray to go into Closed Session at 6:30 PM. Ayes - all. Nay - none. Motion Carried.  
> Motion to go back into Open Session by Muenzer, Second by Gray at 6:40 PM. Ayes - all. Nay- none. Motion Carried.
15. **Board Comments:**  
Many "Thank You's" to former E.D. Dave Markel for his support and assistance to E.D. Wines over the past weeks and months!  
President Farmer expressed Thanks to Rene Doroh for her service at the BHC. He encouraged current board members to seek out individuals that may be willing to serve on the BHC.  
Commissioner Gray suggested a "Welcome" basket be given to new tenants. It could include laundry products, a small gift card to the local Dollar General, etc.
16. **Adjournment:** Moved by Muenzer, Second by Gray to adjourn at 6:48 PM.

Respectfully Submitted,  
Dan Farmer, President