

## **MASON COUNTY HOUSING AUTHORITY MINUTES**

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF MASON COUNTY (MCHA) HELD AT 2:30 P.M. ON **April 17<sup>th</sup>, 2024**, IN PERSON AT MASON COUNTY PUBLIC HEALTH DEPARTMENT CONFERENCE ROOM AND ONLINE VIA ZOOM

1. **CALL TO ORDER AND ROLL CALL:** Becky Cronquist called the meeting to order at 2: 30 pm. Roll call was as follows:  
  
**Present:** George Blush, April Pooler, Dan Armstrong, Dale Elmlund, Becky Cronquist  
  
**Others present:** Cheryl Craig – Mason County Public Health  
  
**Public Comment:** None  
  
**Chairman comments:** None
2. **Adoption of Agenda:** George Blush motioned to adopt the agenda, seconded by Dale Elmlund. Unanimously accepted.
3. **Approval of Minutes:** Approval of minutes motioned by George Blush, seconded by Becky Cronquist. Approved, unanimously.
4. **New business** – Dan Armstrong

### **New Business –**

#### **Tree Removal, Roofs, Pressure Washing, Unit Inspections, Painting & Striping w/ Dan –**

- a. Dan said, tree removal is done, we took out all trees and it opened the property so nicely, there is a lot of sun coming in now, we will still get a bid for 2 trees at Goldsborough, one on the corner is ripping up foundation that we especially want to correct that, and we want to go around and grind stumps. Other than that, tree removal is complete.
- b. Roofing is done at Fairmount, we will be adding gutters this week, with vents, so Fairmount and Goldsborough have new roofs.
- c. Pressure washing – the painters have been doing this, they've completed almost all of Fairmount. Sidewalks, buildings, decks, and railings – we are just finishing up today.
- d. Safety rail at Fairmount, Fairmount had an old ramp and asphalt slab, we went in and leveled ground, and today we start on a front rail fence that will section that part of the yard off. We seeded and have dirt coming after the meeting today. We should be done with the railing today as well, and concrete repair is on the list for next week.

- e. For unit inspections we went through Fairmount and Goldsborough last week. The girls made a detail list of everything that needs fixing in each unit, and the guys went through this week and knocked out any health/safety concerns, smoke alarm checks, we should be good for the inspection tomorrow.
- f. Striping was supposed to be done 2 weeks ago but we had weather interference. This painting was to include speed bumps, and stencils on all handicap spaces. Weather permitting, painting should begin in the morning to start. Painting of the whole lower level of Fairmount is just about done. All those buildings and trim/windows just finished on that side, we are finishing up the office part now and painting doors. We should be done by the end of this week with the upper lot and we can move on to Goldsborough and getting prepped to pain there. Hopefully all painting will be done in 2 weeks. Becky took the opportunity to commend Dan on all of his efforts and the amazing progress that can be seen.

**Talking to TDJ about Non-Profit Status w/ Dan –**

- g. I'm still working on 2023 financials, so I have not discussed this yet, but I have started the process on my own through LegalZoom. I want financials done before moving forward with this conversation.

**Legal Name of MCHA –**

- h. The legal name of the Housing Authority is the Housing Authority of Mason County. It is on our business license and W9.

**5. Old business w/ Becky –**

**File Inspections –**

- i. File Inspections have been moved from April 12<sup>th</sup> to May 16<sup>th</sup>. Dan said if you want to do it in a non-invasive way, I could always go in and select 4 files at random from the office as well and we can go through them.

**Inspections w/ Becky –**

- j. January 18th inspections, I was sick, so we were going to do it in February, and they asked if we could do it in April due to a lot of stuff being left to do in Pine Gardens which is true, so scheduling to April is okay.

**New Board Applicant –**

- k. A new applicant was discussed by the group. Dale made a motion to accept Pete Laserenko as a board member for the Housing Authority of Mason County, seconded by George. Approved. The group will now need to inform the BoCC of the approval.

**Executive Session –**

Becky adjourned to executive session at 2:46 pm. The meeting was called back to order at 2:51 pm.

Per the executive session, the group decided to give Dan Armstrong a bonus for all of the hard work he has been doing. Becky made a motion to approve the bonus for Dan, seconded by April. Approved.

**Good of the Order:** The group had nothing for good of the order.

2. **Questions** – None

3. **Future meeting is May 15<sup>th</sup>, 2024**

4. **Adjournment of meeting**, motioned by George Blush, seconded by April Pooler. Meeting adjourned.