

**MIDDLEFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MAY 22, 2014**

Present: Barbara-Jean DiMauro (Secretary), Alma Elder (Chair), Mark Gribko (Vice Chair), Len Pinz (Maintenance Supervisor), Barbara Schiffert (Treasurer), Peter Sibley (Executive Director), Fred Vincent (Resident Commissioner)

The meeting was called to order at 3:05 P.M. by the Chair.

Approval of Agenda

Elder requested that discussion of the No-Smoking Policy be moved from Old Business to Executive Session, Tenant Issues. The agenda was then accepted as amended

Public Session/Comments

No comments

Approval of Minutes

The writing of minutes was discussed.

The minutes of the April 24, 2014, meeting were corrected.

There being no further corrections, the minutes were accepted as corrected.

Correspondence—Resident Memos

Sibley read an update from Antoinette Astle.

Commissioners received a copy of a memo to residents re lawn fertilizing and weed control.

Executive Director's Report

- a) Financial Report: Sibley discussed the report with the Board.
- b) Waiting List: There are 20 applicants on the list.
- c) Review Timesheets: Timesheets are always available for Commissioners' review.
- d) Recertification Update: Sibley discussed the recertification procedure and advised the Board that recertification is almost complete.

Maintenance Report

- a) General Operations: Pinz advised that hot water heaters are being cleaned.
- b) Water System: The Board received the 2013 Annual Drinking Water Quality Report. No treatment is required at this time. Lee Vito, Middlefield sanitarian, is MHA's Small Water System Operator.
- c) Sewer Lines—Septic: The sewer lines/septic system have been cleaned.
- d) Site Cleaning: Complete

Maintenance Report (continued)

e) Spring Cleanup: Landscaper has completed cleanup.

f) Annual Apartment Inspections: Almost complete. HUD inspection is scheduled for July 22, 2014.

New Business

The annual picnic will be July 28, starting at 3:00 P.M.

Old Business

a) No-Smoking Policy: Moved to Executive Session, Tenant Issues

b) Predevelopment Rehab Grant: Sibley has submitted the grant package.

The Board authorized the Secretary to sign the Certified Resolution of the Governing Body required for the \$65,000 grant.

Additional Public Comment

No comments

The meeting adjourned to Executive Session at 4:55 P.M.

Executive Session

a) Raspberry Ridge: 16 Request(s) for Qualifications were sent.

b) Tenant Issues/No-Smoking Policy: The Board discussed grandfathering current residents who are smokers. By a vote of 3 to 2, the Smoke-Free Housing Policy at Middlefield Housing Authority was accepted as presented.

c) Personnel Issues: No issues

There being no further business, the meeting adjourned at 4:25 P.M.

Respectively submitted,



Barbara-Jean DiMauro
Secretary