

DELWARE MANUFACTURED HOUSING RELOCATION AUTHORITY

Dover Public Library
Dover, Delaware

Minutes of January 10, 2007 Meeting

IN ATTENDANCE:

Authority: Stevan D. Class (Chairman)
 Terri Rock
 Ken Fuchs
 William Reed
 Ed Speraw
 Caron Thompson
 Sue Hehman Laushey

Attendees: Lori Rigby-FSMHA
 Scott Sipple, CPA

I. CALL TO ORDER:

Chairman Class called the meeting to order at 1:09 P.M.

II. REVIEW AND APPROVAL OF MINUTES OF LAST MEETING:

Chairman Class presented the minutes of the December 13, 2006 meeting for comments and corrections. Ms. Thompson made a motion to accept the minutes. Mr. Speraw seconded the motion.

After unanimous approval was given from the members present by voice vote, the motion was carried.

II. NEW BUSINESS:

A. ADMINISTRATIVE REPORT:

Ms. Sisco reported that Mr. Charles Turner, owner of Holly Lake Trailer Park, picked up and accepted a check for \$57,350. This amount was approved by the Board at the December 13, 2006 meeting.

Mr. Class requested that Ms. Sisco contact Sharon Poole regarding the updating of the web address for the authority. Mr. Class had received an email from Ms

Poole stating that website addresses are being changed and that the authority must change their website to fit the required criteria.

Mr. Class also requested that Ms. Sisco ask Ms. Poole to have the DEMHRA website updated. The site needs to post the meeting minutes from the October, November and December 2005 meetings along with the up-to-date agendas. The Calendar of Events also needs to be updated.

Mr. Class then addressed the subject of a list being created that contained all the communities in the State of Delaware along with their tax number and parcel number. This would be used for assessment purposes as there are some communities that are probably not paying their assessment. Discussion followed.

Mr. Class asked Ms. Sisco to begin to gather the necessary information, compile a list and create a comprehensive database.

B. NEW APPLICATIONS:

Mr. Class reviewed the application being submitted by Lorraine Finnegan for relocation benefits for a single wide manufactured home that was moved from Oak Grove. The amount of the applications is for \$4,000. The Oak Grove notices went out over a year ago. The mover has confirmed moving the home and all paperwork for benefits has been submitted and is in order.

Mr. Fuchs moved to accept the application for relocation benefits. The motion was seconded by Ms. Thompson.

Mr. Class called for a roll call vote:

Terri Rock - yes
Ken Fuchs - yes
William Reed - yes
Ed Speraw - yes
CaronThompson – yes
Raymond Paylor – yes (via phone vote)
Stevan Class – yes

The motion carried unanimously.

C. FINANCIAL REPORT:

Mr. Scott Sipple gave the financial report.

D. PUBLIC HEARING:

Mr. Class reminded the Board of the Public Hearing on the proposed increase in the monthly assessment amount. The hearing will be on Monday, January 22,

2007 at 6:00 p.m. in the Auditorium located at the offices of the Department of Natural Resources and Environment Control, 89 Kings Highway, Dover, Delaware. In the event of inclement weather, it will be held on January 29th at the same time and place.

IV. NEW BUSINESS:

Mr. Reed stated he would like as a topic for discussion at the next meeting the changing of the amount of reimbursement benefits given to landowners.

III. ADJOURNMENT:

As there was no further business before the Board, the motion was made for adjournment by Ms. Rock, seconded by Mr. Fuchs. After unanimous approval from the members present, the motion was carried.

The next meeting of the Board will be on Wednesday, February 14th at 1 p.m. at the Dover Pubic Library.

Respectfully submitted by:

Susan E. Sisco
Administrative Assistant
DEMHRA