

**Northville Housing Commission
Regular Meeting Minutes
Wednesday, December 7, 2011
6 p.m.**

Commissioner Buckhave called the Housing Commission meeting to order at 5:15 p.m.

ROLL CALL: Present: Commissioners Buckhave, Deneau and Catallo; Director Necelis; Maintenance Manager Welbes and Administrative Assistant Ziemba.

ABSENT/EXCUSED: Commissioner Haas

CONSENT AGENDA:

A. Housing Commission meeting minutes of November 9, 2011.

B. Housing Commission Invoice Distribution Report dated Oct. 27 and Nov. 10, 2011.

It was moved by Commissioner Deneau and supported by Commissioner Catallo to approve the agenda and the consent agenda as presented.

Carried unanimously

CITIZENS COMMENTS: A resident said everything was fine in the building.

Commissioner Nehs joined the meeting at about 5:20 p.m.

COMMUNICATIONS: Baker

COUNCIL LIAISON REPORT: No report.

HOUSING COMMISSION: There was one move-out for November; another tenant is expected to move in on or around Dec. 22 or sooner. There was a \$21 loss due to Sec. 8 funding; Director Necelis said we would be reimbursed through the Allen Terrace Trust Fund.

Applications: After reviewing the new applications, it was moved by Commissioner Haas and supported by Commissioner Deneau to approve the applications in the categories in which they were submitted.

Carried unanimously

MAINTENANCE COMMITTEE:

BUDGET COMMITTEE: Mr. Welbes wants to replace the small carpet cleaner which doesn't work.

PUBLIC RELATIONS COMMITTEE:

UNFINISHED BUSINESS:

NEW BUSINESS: The commission discussed further securing the building's fire suppression system. Also, a new phone line will have to be installed for our alarm system. The commission also discussed the date for its December meetings.

It was motioned by Commissioner Deneau and supported by Commissioner Buckhave to make the first Wednesday in December the date for the commission's meetings to be concurrent with the annual Holiday Dinner.

Carried unanimously

INFORMATION:

COMMISSIONER COMMENTS:

ADJOURNMENT: It was moved by Commissioner Catallo and supported by Commissioner Deneau to adjourn.

Carried unanimously

Time of adjournment: 6:30 p.m.

Respectfully submitted,

Barbara Ziemba, Administrative Assistant

