

**Northville Housing Commission  
Regular Meeting Minutes  
Wednesday, April 9, 2014  
6 p.m.**

*Commissioner Nehs called the Housing Commission meeting to order at 6 p.m.*

**ROLL CALL:** Present: Commissioners Nehs, Deneau, Kipke and Schultz; Director Necelis; Administrative Assistant Ziemba.  
Absent/excused: Commissioner Catallo; Council Liaison Ekong; Maintenance Manager Welbes

Commissioner Nehs explained the reason for moving the citizen comments portion of the agenda nearer the end of the meeting so that residents could hear all the discussion and be able to comment on it.

**CONSENT AGENDA:**

- A. Housing Commission meeting minutes of March 12, 2014.
- B. Housing Commission Invoice Distribution Report dated March 2014.

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

*Carried unanimously*

**COMMUNICATIONS:** None

**COUNCIL LIAISON REPORT:** None

**HOUSING COMMISSION:** Director Necelis said there were two move-outs and four move-ins in March for a total vacancy loss of \$683. Also, there were 56 requests for maintenance for March; all were completed.

It was moved by Commissioner Kipke and supported by Commissioner Deneau to approve the applications as submitted.

*Carried unanimously*

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** Director Necelis said there was nothing out of the ordinary on the quarterly budget amendments. Capital improvements and the operating budget were separated to make the budget easier to review.

It was moved by Commissioner Kipke and supported by Commissioner Deneau to accept the quarterly budget amendments as presented.

*Carried unanimously*

The Windows XP operating system no longer is functioning as of April 8, 2014. Our computer support technician is recommending all of our current computers be replaced and updated to Windows Vista or higher would set up and install as well as the antivirus business edition software.

**Commission did not vote on this item.**

**INFORMATION:** Two washers in the laundry room had to be replaced this week. Director Necelis was in touch with the Allen Terrace laundry vendor to inquire about getting new machines for the laundry room. Commissioner Nehs explained the proposed changes to the dwelling lease, which will be voted on at a special meeting April 30 at 6 p.m. Beginning April 10, the proposed revisions will be posted for residents'

review; also, a two-week period to offer comments on the proposed changes will begin April 10 and end April 24. The comment period is outlined in Section 15 of the current lease.

**CITIZEN COMMENTS:** Residents offered comments pro and con about the proposed changes, specifically the one making Allen Terrace a non-smoking facility. Residents grandfathered into the policy who are allowed to smoke in their apartments no longer would be able to do so if that revision is approved.

**ADJOURNMENT:** It was motioned by Commissioner Kipke and supported by Commissioner Deneau to adjourn

Time of adjournment: 7 p.m.

Respectfully submitted,

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Barbara Ziemba, Administrative Assistant