

**Northville Housing Commission  
Regular Meeting Minutes  
Wednesday, January 11, 2017  
6 p.m.**

*Commissioner Nehs called the Housing Commission meeting to order at 6:02 p.m.*

**ROLL CALL:** Present: Commissioners Nehs, Deneau, Catallo, Schultz and Ronayne; Council Liaison Ekong; Director Necelis; Maintenance Manager Parks; Administrative Assistant Ziemba.

**CONSENT AGENDA:**

- A. Housing Commission meeting minutes of November 9, 2016.
- B. Housing Commission Invoice Distribution Report dated November and December 2016.

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

*Carried unanimously*

**ATRC REPORT:** ATRC President Bill Holland asked if salting the parking lot could be increased when conditions warrant. He added that members of the Northville Fire Department are scheduled to attend the January ATRC general meeting to inform residents of the correct response to fire alarms in the building. He also requested that a member of the Housing Commission or Allen Terrace management attend ATRC meetings. Director Necelis responded that she did not attend a recent ATRC meeting because the weather was bad and she lives about 30 miles away; she did inform Mr. Holland she wouldn't be in attendance. She didn't have a chance to contact Commissioner Deneau (the Allen Terrace resident commissioner) that she wouldn't be attending. Other commissioners added that they were available to attend ATRC meetings.

**CITIZENS COMMENTS:** Carol Peterson requested that the assigned parking space policy be reinstated; she said the policy provided her mother, an Allen Terrace resident, with security and confidence. She added that she clears snow from where her mother's car is parked and with the new policy, someone else would park in a space she already cleared.

Resident Cheryl Garner, the ATRC secretary, also asked the commission to reconsider the assigned parking policy. She said the new ATRC board was willing to work with commissioners and that someone had volunteered to administer the policy.

Resident Ron Parzuchowski volunteered his services to the commission; he said he has managed various multi-million dollar properties and wanted to lend his experience to Allen Terrace.

Resident Dennis Grunewald said he regretted not standing up to "hostile" behavior that had occurred in the past among some residents.

Commissioner Nehs thanked everyone for their comments.

**COMMUNICATIONS:** Johnson

**COUNCIL LIAISON REPORT:** Mr. Ekong wished everyone a happy new year and said he would follow up on salting the parking lot. Salting the circular area by the flagpole was of particular concern; Commissioner Deneau said that below 18 degrees, salt won't melt ice. Commissioner Nehs said she had talked with DPS Director Gallogly in the past on the issue; he said the city follows a "tight protocol" when clearing the city of snow and salting streets and other areas.

**HOUSING COMMISSION REPORT:** Director Necelis said there was one move-out and one move-in in November; in December, there was one move-out and two move-ins. There were 35 work orders completed in November and 33 completed in December.

It was moved by Commissioner Deneau and supported by Commissioner Ronayne to approve the applications as presented.

*Carried unanimously*

**NEW BUSINESS:** Director Necelis said work on the retaining was stopped when additional problems were discovered behind the stone exterior. Also, falling stones had damaged the boiler exhaust fans. In addition, the metal poles that attach the canopy to the wall weren't included in the scope of work; Commissioner Schultz said that since the contractor didn't include that in the scope of work that Allen Terrace wasn't responsible for the additional cost, which is estimated at \$3,000.00.

It was motioned by Commissioner Schultz and supported by Commissioner Deneau to approve a change order with RAM Construction Services in the amount of \$9,600.00 for additional labor and materials for the retaining wall at Allen Terrace. It is further recommended that the Housing Director be authorized to sign this change order on behalf of the commission.

*Carried unanimously*

(No action was taken on the capital needs recommendations, the second-quarter budget amendments or the goals and objectives).

**INFORMATION:** There was discussion regarding proposed 2017-18 Allen Terrace apartment rental adjustments. Director Necelis is recommending a \$10 increase on the one-bedroom units and no increase for the two-bedroom apartments beginning July 1, 2017.

**COMMISSIONER COMMENTS:** None

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

*Carried unanimously*

Time of adjournment: 7:30 p.m.

Respectfully submitted,

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Barbara Ziemba, Administrative Assistant