



Ferndale Housing Commission
Regular Board of Commissioners Meeting minutes
Closed Meeting Immediately Following
Withington West Community Room
April 24, 2026, Meeting Minutes
6:00 P.M.

1. Roll Call

The Regular Board meeting was called to order at 6:04 P.M. by Board Vice President Joel Milliner. Roll call: Kate Baker, Joel Milliner, Aliyah Mgawe, Dana Parke, Alvita Lozano. Reginal Sutherland was excused.

2. Approval of Agenda

Ayes: All Nays: None Motion: Passed

3. Approval of Minutes

Ayes: All Nays: None Motion: Passed

4. Financials

Ayes: All Nays: None Motion: Passed - with intent to clarify
the line Fraud Recovery Fund

5. Executive Director's Report

The following items were outlined in the E.D. report:

- The financial audit with Hannah Bond has begun; FHC has an exhaustive list of required documents to submit.

- The FHC retirement account has transferred from MERS to EMPOWER. There was a 'blackout period' which caused confusion regarding the mandatory Defined Benefit contributions and delayed the submission of the February and March benefits. All had been resolved.
- Former auditors, Barrale and Associates, agreed to break the contract and enable the new auditors to begin. The financial downfall of FHC was under the watch of Barrale and Associates.
- Alicia Ward, newly promoted HCV Manager/Supervisor, was cleaning up the voucher count for our VMS submissions; this will allow an accurate count of vouchers.
- FHC had added an FSA Flex Spending account for staff; not all staff opted in. The FSA account has been frontloaded with the funds selected by staff which will be reimbursed with bi-weekly payroll deductions.
- FHC has port-out participants that we are being billed for; two of these participants have not received funds from FHC for several years. One had not received funding since 2012 leaving FHC with a debt of \$70K+. We are paying all current charges while reducing the arrearages.
- The Water Company has contacted the E.D. regarding 2 overdue water bills totaling \$100K+. This debt was paid in full with the last vouchers awarded to FHC.
- Commissioner Kate came to the 415 Withington office to work on a Fire Safety HUD grant; she did submit the grant before the deadline.
- The HUD rules and regulations regarding the roles and authority of the Board of Commissioners and the Executive Director were provided to the members of the board.

6. Public Housing Report

- Both buildings suffered extensive plumbing problems when the boilers malfunctioned simultaneously during the frigid month of March. The malfunction was repaired but caused low water temperature at AH and low water pressure at WW.
- Approximately thirty fire detectors were replaced at WW as per the city inspection report.
- The washers at both buildings were damaged and repaired; the vendor raised the price for laundry machines by \$.50 per load.
- 1944 Almont's furnace stopped working on March 1, it was repaired the same day. The furnace is over 30 years old and has been repaired multiple times.
- 500-211 locking mechanism failed, locking the tenant inside the unit. It was repaired the same day.
- 1978 Almont skipped the unit due to VAWA – she also said the unit was haunted and called the police. The tenant called from another state to inform the office that she moved on March 3.
- A WW resident locked themselves off their unit on March 4 at 8:50 p.m., she threw her keys down the garbage chute. Maintenance was able to let her in that evening; she retrieved her keys the following morning.
- 1638 Wilbourn March 7th at 6:50 p.m., the sink detached from the wall leaving a hole leading to the basement where water dripped. She indicated she had complained 'years ago' but nothing was done. She has not complained withing the past 2 years with the new management. The sink was repaired the next day.
- The four vacant units were scheduled for painting with one receiving new carpeting; they will be cleaned and leased.
- March 11 – the lights at WW began to fail on floors 4, 5, and 6. They have been replaced. It was difficult to locate the lighting to fit the fixtures because they had been discontinued. We were able to locate them at a much higher price: four lights cost \$185; we used eight lights per hallway.

- March 12 – a resident was evicted for gross violations of the lease; and the locks on the unit have been changed.
- 2840 Wolcott stove stopped working on March 12, the stove has been replaced.
- March 12 – the city inspected a scattered site unit and required a new thermostat to be installed. The city did not give FHC notice and hired their own contractor. We cancelled the city's contractor and replaced them with an FHC approved contractor.
- Saturday March 14 at 10:00 p.m. – the Fire Alarm monitoring began to send alerts because the system went down; we were able to fix this the same night.
- Saturday March 14th at 5:00 p.m. – a resident called to complain his toilet was overflowing. The toilet was repaired.
- A stove at a scattered site unit stopped working due to a faulty igniter which was replaced.
- There were nineteen routine work orders for AH; twenty-four for WW; and two for scattered sites. All repairs were completed within 2 days.

6. Call to Audience

- The audience consisted of one WW resident who had no questions but did thank us for allowing him to attend. He was assured that he was always welcome. He did add (to the comment of the lights in the community room) that the LED bulbs were brighter and lasted longer.

7. Call to Commission:

- Alvita asked Kate about the grant opportunity for fire safety; Kate responded that the grant is a stand-alone grant for fire safety, heat detectors, and carbon monoxide detectors. Kate added that two residents at AH were unable to hear the fire alarms, the grant can be used to update FHC fire equipment.
- Alvita asked who replaced the burned-out igniters and was told licensed contractors were used for all electrical repairs which could potentially cause harm if not done properly.

- Alvita suggested the status of the grants be added to every agenda until the grant was closed.
- Joel asked if the city could provide carbon monoxide detectors to the PH residents and was told those were provided to homeowners only.
- Katie will replace Dana on signing FHC checks.
- Katie stated the lights in the community rooms need replacing, as the ballast in seemed to be burning out. She suggested replacing the fluorescent bulbs with LED bulbs.
- Alvita asked if the maintenance men had certifications in the work they are performing and was told they worked with and were trained by their father who did the bulk of the work on AH after the wind/storm damage with Insurance Repair Pros.

The meeting was adjourned at 7:30 PM by Vice President Joel Milliner

The meeting was reopened at 8:35 PM by Vice President Joel Milliner

Joel made a motion to approve what was discussed in the closed meeting; the motion was unanimously passed.

The meeting was adjourned at 8:36 PM