

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF DANVILLE  
HELD ON TUESDAY 20 FEBRUARY 2024**

The Commissioners of the Housing Authority of Danville met in regular session on 20 February 2024 at the Housing Authority central office at 1014 Rosemont Avenue in Danville Kentucky. The meeting was called to order by Chairwoman Young and upon roll call the following members were present and absent:

**PRESENT**

Chairwoman Ann Young  
Commissioner Terri Carter  
Commissioner Steve Southerland  
Commissioner Paul Lewis  
Mayor James Atkins

**ABSENT**

Also present were: Brandon Baker of Family Pest and Wildlife, Hadden Dean, Attorney for the Housing Authority; Missy McCarty, Deputy Director; and Linda Hudman who serves as Interim Director for the Housing Authority of Danville and Secretary-Treasurer to the Board.

First order of business was a discussion regarding pest control. Brandon Baker and Linda Hudman reported on steps that have been taken to mitigate pest issues and steps being taken moving forward.

The minutes for the Board meeting held on 16 January 2024 were reviewed and considered. The motion to approve the minutes was made by Mayor Atkins, seconded by Commissioner Southerland with the following vote:

AYES: Chair Young, Commissioner Southerland, Commissioner Carter, Commissioner Lewis and Mayor Atkins.

NAYS: None

The Chair declared the minutes approved. The following item was presented for consideration by the Board.

The Board of Commissioners reviewed the Paid Bills for January 2024 for approval. The motion to accept the paid bills was made by Commissioner Carter, seconded by Commissioner Southerland with the following vote:

AYES: Chair Young, Commissioner Southerland, Commissioner Carter, Commissioner Lewis and Mayor Atkins.

NAYS: None

The Chair declared the Paid Bills report approved. The following item was presented for consideration by the Board.

**RESOLUTION #2544  
APPROVING COLLECTION LOSS FOR FEBRUARY 2024**

WHEREAS, due to evictions, deaths and move-outs, this Authority has had a number of accounts on its books deemed uncollectible following at least 30 days from the vacate date. NOW THEREFORE BE IT RESOLVED, by the Commissioners of the Housing Authority of Danville, that the amount of \$1,631.92 as shown per the following list to this resolution, be transferred from Account 1122 - Tenants Accounts Receivable to Account 4570 - Collection Loss.

**VACATES WITH BALANCES**

<b>APARTMENT NUMBER</b>		<b>DATE VACATED</b>	<b>BALANCE</b>
ZCM116, Z319-13		12/27/2023	\$684.92
	Rent = \$338.00    Other = \$346.92		
ZAT509, Z383-08		12/27/2023	\$947.00
	Rent = \$485.00    Other = \$462.00		
<b>TOTAL:</b>			
	Rent = \$823.00    Other = \$808.92		\$1,631.92

COLLECTIONS PAID TO H.A.D. (NET)			
COLLECTIONS (Z ACCOUNT PAYMENTS - IN-HOUSE)		\$6,197.43	1/31/2024
TOTAL AMOUNT RECEIVED ON COLLECTION LOSS DURING FISCAL YEAR BEGINNING APRIL 1, 2023 =		\$6,197.43	

Commissioner Lewis made the motion to approve the resolution, seconded by Commissioner Carter. The Chair called for the vote:

AYES: Chair Young, Commissioner Southerland, Commissioner Carter, Commissioner Lewis and Mayor Atkins.

NAYS: None

The Chair declared the resolution approved and announced the next action.

**RESOLUTION #2545  
DISPOSITION OF PROPERTY  
FOR FEBRUARY 2024**

WHEREAS there are items that are obsolete and of no value to this agency.

THEREFORE, BE IT RESOLVED, by the Commissioners of the Housing Authority of Danville that the following items be removed from the fixed assets inventory. Items that are beyond usefulness will be disposed of or traded for newer items. Surplus items that may have use are to

be donated to residents in educational programs, given to other non-profit agencies, or used for trade-in value, with the remainder sold through sealed bid.

ITEM	DATE OF PURCHASE	HAD ID	DATE OF PURCHASE	MAKE	MODEL	SERIAL NUMBER	LAST LOCATION
RANGE, ELECTRIC	04/14/2022	0144	\$ 425.00	GE	RAS200DM1WW	DT916169R	103A
RANGE, GAS	08/17/2022	0162	\$ 450.00	GE	RGAS300DM1W	MT916757R	113C
REFRIGERATOR	09/19/2022	0173	\$ 555.00	GE	GTE16DTNERW	ST768252	110A
Chair, lt. brown w/dk. brown uphol.	08/01/1983	0815	\$ 30.80	at shop			CM
Chair, swivel, brown vinyl & uphol.	09/03/1976	0816	\$ 105.00	at Roger's desk			CM
Chair, dark brown vinyl with arms	08/01/1983	0835	\$ 30.80	at shop			CM
Chair, dark brown vinyl with arms	08/01/1983	0836	\$ 30.80	at shop			CM
Chair, dark brown vinyl with arms	08/01/1983	0837	\$ 30.80	at shop			CM
Chair, dark brown vinyl with arms	08/01/1983	0838	\$ 30.80	at shop			CM
Cooler, Water	08/01/1982	0848	\$ 250.00	Oasis			CM
Garbage Container	05/31/1987	0858	\$ 3,154.12	Stevens			A.T.
Chair, blue upholstered, AT Lob	04/17/1989	1007	\$ 600.00	Jackson Chair			11
Chair, blue/pink upholstered, (ED of)	04/17/1989	1011	\$ 100.00	2-Jackson Chair			CO
Picture, Grandmother's Flower Garden	05/01/1986	1027	\$ 103.50	Sears			11
Table (folding) 30" x 96"	09/03/1976	1031	\$ 300.00	Sears			06
Table (coffee) - AT	09/03/1976	1051	\$ 245.00	Sears			11
Table (end) - At	09/03/1976	1061	\$ 243.00	Sears			11
Table (folding) - Mitchell	01/10/1964	1080	\$ 79.38				CM
Lamp, Arnold Towers	09/03/1976	1082	\$ 340.00	Sears			11
Waste Baskets - 12 @ 4.00	09/03/1976	11NE	\$ 48.00	Sears			11
Flatware (stainless)	12/10/1976	11NE1	\$ 116.70	Sears			11
DESK, CIRCULAR, BATEWOOD	04/20/1992	1402	\$ 233.00				06
Table (folding) 30" x 96", #3	09/03/1976	1510	\$ 75.00	Sears			CM
Table, 30" square	09/03/1976	1511	\$ 169.40	Sears			11
Table (folding)- 30" x 72", beige	07/02/1993	1527	\$ 595.02	Andirondack Dir	TAF582	FF301100 RT3072	11
Table, Walnut 30 X 72 (ED's Off)	07/14/1950	1550	\$ 47.00	Imperial Desk			01

Chair, oak, (lobby)	07/14/1950	1561	\$ 37.48				01
Chair, swivel, tan, Shop	08/08/1975	1565	\$ 45.00	Sears			CM
Chair, swivel, drk brown vinyl, shop	09/03/1976	1568	\$ 63.00	Sears			CM
Settee - 3 seat olive - AT Comm. Rm	09/03/1976	3311	\$ 150.00	Sears			11
Settee, AT (2-seater)	08/10/1976	3314	\$ 650.00	Sears			11
Chair, AT 3rd (green side w arms)	08/10/1976	3319	\$ 146.00	Sears			11
Chair, AT 5th (tan side w arms)	08/10/1976	3323	\$ 146.00	Sears			11
Chair, AT 6th (rust side w arms)	08/10/1976	3325	\$ 146.00	Sears			11
Table (coffee) - AT	06/08/1976	3361	\$ 174.40	Sears			11
Chair (side-6) - Burgandy - Comm. Rm	09/03/1976	3362	\$ 252.00	Sears			11
WASHER	11/25/2013	5673	\$ 593.00	GE	WCCN2050FWC	TA199810	LA
DRYER, ELECTRIC	11/17/2016	5878	\$ 734.35	WHIRLPOOL	CEM2743BQ0	M62906080	LA LAUNDRY
Hose reel, cart, etc.	06/23/1993	CM5	\$ 889.85				CM
CHAIRS - METAL FOLDING - 49 @ \$6.50	09/03/1976	CM7	\$ 318.50	Sears			CM
LEAF BLOWER	04/15/2010	CMME3	\$ 399.96	STIHL	BR600	280146401	CM
HONDA CRV - EX	08/01/2007	COCC	\$ 18,000.00	HONDA	CRV	JHLRE38327C070734	CO
Cookware, 2 Sets @ 11.99, AT Kitchen	09/03/1976	NE111	\$ 23.98	Sears			11
AVAYA PHONE SYSTEM	05/25/2017	OE-COCC-2	\$ 2,982.92	AVAYA	IP500	00E00706C286	COCC

Commissioner Southerland made the motion to approve the resolution, seconded by Commissioner Lewis. The Chair called for the vote:

AYES: Chair Young, Commissioner Southerland, Commissioner Carter, Commissioner Lewis and Mayor Atkins.

NAYS: None

The Chair declared the resolution approved and announced the next action.

### **RESOLUTION # 2546 APPROVING INCOME LIMITS**

WHEREAS income limits are established by the Department of Housing and Urban Development to determine eligibility of applicants applying for housing with this agency; and

WHEREAS income limits are determined annually; and

WHEREAS income limits must have annual Board approval; and

WHEREAS income limits were last approved by the Board in February 2022.

THEREFORE, BE IT RESOLVED by the Board of Commissioners for the Housing Authority of Danville that the 2023 Income Limits set by the Department of Housing and Urban Development for Boyle County, Kentucky be adopted effective April 1, 2024.

Mayor Atkins made the motion to amend the budget with a zero gain/loss, seconded by Commissioner Southerland the chair called for a vote.

AYES: Chair Young, Commissioner Southerland, Commissioner Carter, Commissioner Lewis and Mayor Atkins.

NAYS: None

The Chair declared the resolution approved and announced the next action.

Commissioner Carter made the motion to go into Executive Session to discuss a personnel matter, Seconded by Commissioner Southerland. A call for the vote resulted in a unanimous decision to proceed.

Commissioner Carter made the motion to come out of Executive Session, Seconded by Commissioner Lewis. A call for the vote resulted in a unanimous decision to proceed.

The Board discussed the formation of a committee to review, evaluate and cull the resumes for the Executive Director position. The committee will be comprised of Commissioner Carter, Commissioner Lewis, Commissioner Southerland, Hadden Dean and will meet March 21, 2024.

The Board also discussed the current Interim Director's current evaluation, which will be completed and presented to the Interim Director at the next Board meeting.

Other items discussed

- NSPIRE Inspections
- De-obligation KY01400020123D Operating Subsidy
- Capital Fund KY36P01450122 Watchlist Warning
- Commissioner Conference – Nelrod April 2024
- PHADA 2024 Annual Convention & Exhibition
- Vacancy Report
- Resident Services Report and Notices
- Resident Reporter

With no other business to come before the Commission, the Chair declared the meeting adjourned.

The next Regular board meeting has been changed from the third Tuesday of March to Monday March 25, 2024, at 8:00 a.m.

CHAIR

SECRETARY/TREASURER