

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF DANVILLE
HELD ON TUESDAY APRIL 16, 2024**

The Commissioners of the Housing Authority of Danville met in regular session on 16 April 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

ABSENT
Mayor J.H. Adkins

Also present were: 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.

The minutes for the Board meeting held on 25 March 2024 were reviewed and considered. The motion to approve the minutes was made by Commissioner Carter, seconded by Commissioner Southerland. One correction was made to change the Collection Loss Resolution to March. The vote to approve, with the correction, as follows:

AYES: Chair Young, Commissioner Southerland, Commissioner Carter, Commissioner and Lewis.
NAYS: None

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

The minutes for the Board meeting held on 8 April 2024 were reviewed and considered. The motion to approve the minutes was made by Commissioner Lewis, seconded by Commissioner Carter with the following vote:

AYES: Chair Young, Commissioner Southerland, Commissioner Carter, Commissioner and Lewis.
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 March 2024 for approval. The motion to accept the paid bills was made by Commissioner Southerland, seconded by Commissioner Carter with the following vote:

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

NAYS: None

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

**RESOLUTION #2550
APPROVING COLLECTION LOSS FOR APRIL 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 \$1,831.84 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

NAME, APARTMENT & ACCOUNT NUMBER:	DATE VACATED	BALANCE
ZBU17, Z278-21	3/1/2024	\$270.26
Rent = \$0.00 Other = \$270.26		
ZBL27, Z179-32H	3/1/2024	\$483.02
Rent = \$35.40 Other = \$447.62		
ZCD410, Z080-32	3/5/2024	\$1,078.56
Rent = \$786.25 Other = \$292.31		
TOTAL:		
Rent = \$821.65 Other = \$1,010.19		\$1,831.84

COLLECTIONS PAID TO H.A.D. (NET)		
COLLECTIONS (Z ACCOUNT PAYMENTS - IN- HOUSE)	\$8,266.62	3/26/2024
TOTAL AMOUNT RECEIVED ON COLLECTION LOSS DURING FISCAL YEAR BEGINNING APRIL 1, 2023 =	\$8,266.62	

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

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

NAYS: None

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

**RESOLUTION # 2551
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 must have annual Board approval;

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

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

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

NAYS: None

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

**RESOLUTION #2552
APPROVING CONTRACT FOR
CRESCENT DRIVE ROOFING**

WHEREAS bids were solicited for roofing replacement at Crescent Drive; and

WHEREAS nine contractors submitted bids to perform the work; and

WHEREAS G. Scott & Associates, Architects has reviewed the bids for the project and recommends Board approval; and

WHEREAS, Dunn and Sons Contracting, out of Danville, Kentucky, was the only bid accepted at \$173,500, an amount lower than the architect's estimate.

THEREFORE, BE IT RESOLVED by the Board of Commissioners for the Housing Authority of Danville, that Dunn and Sons Contracting be awarded the contract to perform this work funded under the Capital Fund Grants Program.

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

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

NAYS: None

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

**RESOLUTION #2553
APPROVING CONTRACT FOR
CRESCENT DRIVE HVAC**

WHEREAS bids were solicited for HVAC replacement at Crescent Drive; and

WHEREAS two contractors submitted bids to perform the work; and

WHEREAS one bid did not include required documents; and

WHEREAS G. Scott & Associates, Architects has reviewed the bids for the project and recommends Board approval; and

WHEREAS, C-3 Mechanical, out of Bardstown, Kentucky, was the only bid accepted at \$672,500.00, an amount lower than the architect's estimate.

THEREFORE, BE IT RESOLVED by the Board of Commissioners for the Housing Authority of Danville, that C-3 Mechanical be awarded the contract to perform this work funded under the Capital Fund Grants Program.

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 and Commissioner Lewis.

NAYS: None

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

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

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

The only action taken during Executive Session was submission and approval of Interim Director job evaluation and employee evaluations of Interim Director.

The Interim Director was presented with her annual evaluation.

Other items discussed

- 7 unit size corrections and 90 unit accessibility corrections submitted and approved in PIC
- Software Upgrade – Required by August
- Vacancy Report
- Resident Services Report and Notices

- Resident Reporter

With no other business to come before the Commission, Commissioner Carter made the motion to close the meeting, seconded by Commissioner Lewis. The Chair declared the meeting adjourned.

The next Regular board meeting is scheduled for Tuesday, May 21, 2024, at 8:00 a.m.

CHAIR

SECRETARY/TREASURER