

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF DANVILLE
HELD ON 20 MARCH 2018**

The Commissioners of the Housing Authority of Danville met in regular session on 20 March 2018 at the Housing Authority of Danville central office located 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 James Atkins
Commissioner Paul Lewis
Commissioner Cyn-D VanWinkle

ABSENT

Vice-Chairwoman Isabel Price

Also present were: Ramona Little, representing Hadden Dean, Attorney to the Board; Linda Hudman, Deputy Director for the Housing Authority of Danville; Tim Kitts who serves as Executive Director for the Housing Authority of Danville and Secretary-Treasurer to the Board; and Kendra Peek, reporter with the Advocate-Messenger.

The minutes for the Board meeting held on 20 February 2018 were reviewed and considered. The motion to approve the minutes was made by Commissioner Lewis and seconded by Commissioner Atkins with the following vote:

AYES: Chair Young, Commissioner Atkins, Commissioner Lewis, and Commissioner VanWinkle.
NAYS: None

The Chair declared the minutes approved.

The minutes for the Special Called Board meeting held on 5 March 2018 were reviewed and considered. The motion to approve the minutes was made by Commissioner Atkins and seconded by Commissioner Lewis with the following vote:

AYES: Chair Young, Commissioner Atkins, Commissioner Lewis, and Commissioner VanWinkle.
NAYS: None

The Board of Commissioners reviewed the Paid Bills for February 2018 for approval. The motion to accept the paid bills was made by Commissioner Atkins and seconded by Commissioner VanWinkle with the following vote:

AYES: Chair Young, Commissioner Atkins, Commissioner Lewis, and Commissioner VanWinkle.
NAYS: None

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

RESOLUTION # 2347
APPROVING MAINTENANCE CHARGES

WHEREAS, the maintenance charges for tenant damages are reviewed annually; and

WHEREAS, the charges were found to be in need of updating; and

WHEREAS, the charges are based on an actual cost, rounded to nearest dollar, with no regard to profit.

THEREFORE BE IT RESOLVED by the Board of Commissioners for the Housing Authority of Danville that the maintenance charges be adopted. Residents will receive copies of the new charges with their April 2018 rent statements.

Commissioner Atkins made a motion to approve the resolution, seconded by Commissioner VanWinkle. The Chair called for the vote:

AYES: Chair Young, Commissioner Atkins, Commissioner Lewis, and Commissioner VanWinkle.

NAYS: None

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

RESOLUTION # 2348
APPROVING CONTRACT FOR
LATIMER SANITARY SEWER LINE REPLACEMENT

WHEREAS, bids were solicited for the Sanitary Sewer Line replacement work of one section at Latimer Heights in Danville (KY14-08); and

WHEREAS, five contractors submitted bids to perform the work; and

WHEREAS, Lagco out of Lexington in Kentucky was the low bid at \$50,045.00, an amount below the architect's estimate for this work to remove and replace existing sanitary sewer lines for one section at Latimer Heights.

THEREFORE BE IT RESOLVED by the Board of Commissioners for the Housing Authority of Danville, that Lagco be awarded the contract to perform this work funded under CFP 501-17.

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

AYES: Chair Young, Commissioner Atkins, Commissioner Lewis, and Commissioner VanWinkle.

NAYS: None

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

Secretary Kitts shared with the Board two quotes that were received on the siding replacement project with the Central Office.

Attorney Little shared with the Board, Sheehan, Barnett, Dean, Pennington, Little, & Dexter, P.S.C. will provide information on Estate Planning as well as free Will preparation for up to twenty (20) residents of the Housing Authority of Danville on Thursday, April 19, 2018 at 12:00 PM at Arnold Tower. Depending on response, this could be a repeating event.

Secretary Kitts shared with the Board a “Training/Travel Schedule” for he and his staff for the upcoming year, at the request of the Board. These dates are dependent Board approval, training layout, and budget.

Secretary Kitts shared with the Board the EnVision Center Commitment letter that was signed by the Mayor of the City of Danville, Mike Perros. This commitment letter is the first step, required by HUD, for their EnVision Center Demonstration, followed by identifying a possible location for the Center. Commissioner Atkins suggested looking at the Bate-Woods Community Center as a possible first location, even if HUD doesn’t fund the project. Secretary Kitts also suggested working with Commissioner VanWinkle on identifying other possible locations.

Secretary Kitts informed the Board of the hiring of Gwendalyn Campbell for the Resident Services Coordinator position. Ms. Campbell started with the Housing Authority March 12, 2018.

Secretary Kitts shared with the Board that the agency currently has five (5) vacancies.

Chairwoman Young commented on the Resident Reporter, the Housing Authority’s Newsletter, specifically the Senior Companion Volunteer program and the Bate-Wood Community Garden.

Commissioner Atkins shared with the Board that on April 15, 2018, beginning at 2:00 PM, Boyle County and the City of Danville will have a Martin Luther King Remembrance march. The march will begin at Trinity Church and will pass by various locations, ending with a fellowship meal.

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

The next board meeting is scheduled for Tuesday, April 17, 2018.

CHAIR

SECRETARY/TREASURER