

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF DANVILLE
HELD ON 20 SEPTEMBER 2016**

The Commissioners of the Housing Authority of Danville met in regular session on 20 September 2016 at the Housing Authority of Danville central office located at 1014 Rosemont Avenue in Danville Kentucky. The meeting was called to order Chair Handloser and upon roll call; the following members were present and absent:

PRESENT

Chairman Thomas Handloser
Commissioner Paul Lewis
Commissioner Isabel Price
Vice-Chairwoman Ann Young

ABSENT

Commissioner James H Atkins

Also present were : Residents Barbara Strevels, Jeffrey Cummins and Sandra Cummins; J. Hadden Dean, Board Attorney and Rachel White who serves as Executive Director for the Housing Authority of Danville and Secretary-Treasurer to the Board.

The last of 5 public hearings on the Annual & 5 Year Plan was held. Mr. Cummins requested the Board consider providing off-street parking for Crescent Drive residents, especially for the elderly. Ms. White stated that his comment would be made part of the plan and would be considered in future planning.

With no other discussion or comments, the Board addressed the following:

**RESOLUTION #2275
APPROVING THE ANNUAL AND FIVE YEAR PLAN
FOR FISCAL YEAR BEGINNING APRIL 1, 2017**

WHEREAS, section 511 of the Quality Housing & Work Responsibility Act for 1998 requires the submission of an Annual and 5-Year Plan by Public Housing Agencies; and

WHEREAS, the Annual and 5-Year Plan address the mission, long range plans, objectives and methods for achieving established goals; and

WHEREAS, the Annual and 5-Year Plans was presented for comment at a resident meeting and at local city meetings for Danville, Perryville and Junction City.

THEREFORE BE IT RESOLVED by the Board of Commissioner for the Housing Authority of Danville that the Annual and 5-Year Plan for FYB April 1, 2017 be approved.

Vice-Chair Young made the motion to approve the resolution, seconded by Commissioner Price. The Chair called for the vote.

AYES: Chair Handloser, Vice-Chair Young, Commissioner Price, and Commissioner Lewis
NAYS: None

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

The minutes for the special Board meeting held on 16 August 2016 were reviewed and considered. The motion to approve the minutes was made by Vice-Chair Young and seconded by Commissioner Lewis with the following vote:

AYES: Chair Handloser, Vice-Chair Young, Commissioner Price, and Commissioner Lewis
NAYS: None

The Chair declared the minutes approved.

The Board of Commissioners reviewed the Paid Bills for August 2016 for approval. The motion to accept the paid bills was made by Vice-Chair Young and seconded by Commissioner Lewis with the following vote:

AYES: Chair Handloser, Vice-Chair Young, Commissioner Price, and Commissioner Lewis
NAYS: None

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

**RESOLUTION #2276
APPROVING COLLECTION LOSS FOR SEPTEMBER 2016**

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 \$301.63 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
Esther Riley, ZLI502, Z189-21	7/1/2016	\$301.63
Rent = \$40.63 Other = \$261.00		
Community Service \$261.00		
TOTAL:		
Rent = \$40.63 Other = \$261.00		\$301.63

COLLECTIONS PAID TO H.A.D. (NET)
COLLECTIONS (IN-HOUSE) \$4,632.11 8/15/2016
COLLECTION FEES \$0.00
BANKRUPTCY WRITE-OFF \$0.00
DECEASED WRITE-OFF \$0.00
TOTAL AMOUNT RECEIVED ON COLLECTION LOSS DURING
FISCAL YEAR BEGINNING APRIL 1, 2016 = \$4,632.11

Vice-Chair Young made the motion to approve the resolution, seconded by Commissioner Lewis. The Chair called for the vote.

AYES: Chair Handloser, Vice-Chair Young, Commissioner Price, and Commissioner Lewis
NAYS: None

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

**RESOLUTION # 2277
DISPOSITION OF PROPERTY
FOR SEPTEMBER 2016**

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	ID NUMBER	MODEL NUMBER	SERIAL NUMBER	DATE PURCHASED	ORIGINAL COST	COMMENTS
Billy Goat	CM3	TR1303H	010402019	09/09/2002	\$1,999.00	Shop
Dehumidifier	3830	AD25BBRO	QR4601703	12/20/2004	-	Shop
Dehumidifier	3821	AD25BBRO	QR5019084	02/11/2005	-	Shop
Dehumidifier	3832	AD25BBRO	QR4601426	11/29/2004	-	Shop
Dehumidifier	3831	AD25BBRO	QR4601449	11/30/2004	-	Shop
Sewer Machine	1002	JIEO10-E	Mustang	06/12/1990	\$1,116.90	Shop
Folding Chairs	-	Sears	Metal	09/03/1976	\$6.50	42 chairs at Shop
Power Washer	3341	F108TC	63610	05/05/1998	\$899.99	Shop
Range	5046	RA724KWH	VM102352A	11/30/2007	\$284.00	LA202
Range	5322	RGA720EKWH	TM104884A	11/16/2007	\$335.00	CD436
Refrigerator	3882	RT14ZKXKQ	VSM1965898	04/02/2003	\$312.00	LA103
Refrigerator	5058	HTR16BBSARWW	AR764581	01/22/2008	\$467.00	LA102--SOLD
Refrigerator	3808	ET6WSKYKQ01	VSR4172796	11/18/2004	\$388.00	TC102
Gas Range	5118	RGB533WEHWW	SM112553R	11/16/2007	\$350.00	Shop
Gas Range	5062	RGB533WEHWW	SM112494R	11/16/2007	\$350.00	Shop
Gas Range	5211	RGA720EKWH	TR118050	12/23/2008	\$356.00	Shop
Washer	5158	XC83121631	41727182702	08/18/08	\$625.49	Junked
Washer	5552	XC11330155	41727182705	08/12/11	\$1,011.49	Junked
Washer	3792	XC60400578	41724182301	03/07/06	\$949.05	Junked
Range	3388	DF00300830	KF211KDW2	05/10/90	\$197.00	Junked
Range	3188	FCF408990	FEP210VW6	05/08/97	\$214.00	Junked

Range	3862	RPP1204582	FEP210KQ	04/02/03	\$217.00	Junked
Range, Gas	3678	RPK2602475	FGP305EW4	07/05/00	\$243.00	Junked
Range, Gas	5163	TM104881A	RGA720EKWH	11/16/07	\$335.00	Junked
Range, Gas	3531	RPJ1208358	FGP215EQ4	05/21/99	\$250.00	Junked
Range, Gas	3603	RPJ1208357	FGP215EQ4	05/21/99	\$250.00	Junked
Range, Gas	3731	RPJ1208174	FGP215EQ4	05/21/99	\$250.00	Junked
Range, Gas	3536	RPJ1208356	FGP215EQ4	05/21/99	\$250.00	Junked
Range	3874	RPM3007096	FGP215KQO	08/02/02	\$261.00	Junked
Range	3057	P1142933NW	FGP215VW5	06/09/95	\$245.00	Junked
Range	3925	RPM2504300	FGP245KQ	08/02/02	\$261.00	Junked
Refrigerator	3891	VSM1965928	RT14ZKXKQ	04/02/03	\$312.00	Junked
Television	3724	Phillips	19" TV/VCR	01/04/2000	?	Arnold Tower

Vice-Chair Young made the motion to approve the resolution, seconded by Commissioner Lewis. The Chair called for the vote.

AYES: Chair Handloser, Vice-Chair Young, Commissioner Price, and Commissioner Lewis
NAYS: None

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

**RESOLUTION # 2278
APPROVING FINANCIAL AUDIT
FOR FISCAL YEAR ENDING MARCH 31, 2016**

WHEREAS, a financial audit was performed by Henderson & DeJohn, LLC for the period of April 1, 2015 to March 31, 2016; and

WHEREAS, accepted auditing standards as required by OMB Circular A-133 were used to conduct this audit; and

WHEREAS, there were no internal control audit findings. There was no material misstatement from the prior year.

THEREFORE BE IT RESOLVED by the Board of Commissioners for the Housing Authority of Danville that the audit report be accepted. A copy has been forwarded to the Department of Housing and Urban Development.

Vice-Chair Young made the motion to approve the resolution, seconded by Commissioner Price. The Chair called for the vote.

AYES: Chair Handloser, Vice-Chair Young, Commissioner Price, and Commissioner Lewis
NAYS: None

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

Vice-Chair Young made the motion to go into Executive Session to discuss a personnel matter, seconded by Commissioner Price. A call for the vote resulted in a unanimous decision to proceed.

Vice-Chair Young made the motion to come out of Executive Session, seconded by Commissioner Price. A call for the vote resulted in a unanimous decision to proceed.

**RESOLUTION #2279
APPROVING JOB OFFER**

WHEREAS, a national search has been conducted to fill the position of Executive Director in Training; and

WHEREAS, a candidate has been selected for the position.

THEREFORE BE IT RESOLVED by the Board of Commissioners for the Housing Authority of Danville that Timothy Kitts be offered the following:

- Starting salary of \$73,000.00 to begin October 31, 2016
- A 6-month employment contract for this position
- 2 travel days for hotel and per diem and one round trip POV based on GSA
- Re-imbusement based on the lowest of three bids, one from Peavler and two from other reputable moving companies.
- All benefits currently provided under the terms of regular employment

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

AYES: Chair Handloser, Vice-Chair Young, Commissioner Price, and Commissioner Lewis

NAYS: None

The Chair declared the motion approved. Director White was directed to generate a letter to Kitts with the offer.

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

The next board meeting is scheduled for October 25, 2016.

CHAIR

SECRETARY/TREASURER