

## MINUTES OF THE MEETING OF MARKSVILLE HOUSING AUTHORITY OF THE CITY OF MARKSVILLE

On Thursday, September 13, 2018 at 3:45 p.m., the Marksville Housing Authority of the City of Marksville, Board of Commissioners met in an Open and Regular Meeting. The Meeting was called to order by Chairperson – Lethia Winns at 3:45 p.m. and on roll call the following members of the body were present:

PRESENT: Lethia Winns – Chairperson, Carol Gagnard – Vice Chairperson, Carolyn Daranda – Commissioner and Elaine Hudson-Commissioner

Also Present: Victoria Burise, Chris Bruce, Rolanda Greenhouse, Anthony Sampson, Joseph David Normand, Alfred Rabalais, Resident K.A, Resident T.D., Resident J.J., Resident A.J., Anna Mose, and Resident S.B.

ABSENT: Derrick Whittington, Resident M.D., Weldon Simon

The Chairperson opened the meeting with the Invocation by Vice Chairperson -Carol Gagnard, and the Pledge of Allegiance by Commissioner Carolyn Daranda

Motion made by Vice Chairperson- Carol Gagnard, Seconded by Commissioner-Elaine Hudson that the Minutes of the August 9<sup>th</sup>, 2018 be, and hereby is approved as sent to the Chairperson and the Board of Commissioners. All in Favor

### The Agenda was as follows:

1. Prayer- Vice Chairperson -Carol Gagnard
2. Pledge- Commissioner-Carolyn Daranda
3. Roll Call- Chairperson-Lethia Winns
4. Proposed Agenda
5. Minutes
6. Maintenance Report- Executive Director-Victoria Burise (vacancies/make ready/work by contractor) - Several Make Ready apartments are being prepared to be rented. Evictions were carried out due to discharged firearms, gambling, parties after city wide curfew, and excessive damages to unit by tenant. J & J Exterminator is currently treating four apartments due to Extermination issues.
7. Architect Report/Updates- CFP 501-16 (Bathroom and Site Improvements) Alliance Design Group, LLC forwarded a letter to Booz Industries regarding defective tubs installed on South Hillside Drive, Addison and Eddy Streets. Commissioners reviewed CFP-2016 Punchlist by Alliance Design Group, LLC for Addison Street to include photos of tubs found on Addison Street that had rust in various places.
8. Charge-off debts owed by tenants K.F.-\$25.00, R.J.-\$759.00, J.J.-\$57.00, and T.S.-\$171.00 totaling \$1,012.00. All in Favor
9. Attorney's Report by Attorney Whittington – Letter will be sent to an area business regarding Extermination Issues at various apartments. Alliance Design Group, LLC letter was reviewed regarding rusted tubs on Addison and Eddy Street.
10. Police Report were reviewed by Commissioners.
11. Commissioners reviewed statement from Resident H.R. regarding neighbors' guest being disruptive while having a party.
12. Residents K.A., T.D, J.J, A.J, and S.B., were present. Resident M.D., was not present. These residents were invited due to Violations of Lease, and report of issues with neighbor.
13. Chairperson's Report-None
14. Executive Director's Report- Victoria Burise -Exec Director – Trade in Chevrolet Malibu as bigger truck will be needed for Maintenance duties. Walker Automotive, Hixon Brothers, and Robinson Automotive were suggested of where the Maintenance Truck could be purchased. All in Favor. Commissioners reviewed proposal to installation of 5 cameras on Addison and Eddy Street. All in Favor. Commissioners reviewed CY 2018 Operating Fund Eligibility Validation Report as of 08/27/2018. Commissioners reviewed in-operable Refrigerators to be Charged Off. All in Favor.
15. Communications-none

### OLD BUSINESS

1. Defective tubs pertaining to CFP501-16

### NEW BUSINESS

Res.#2018-679 - Approval to Charge off debts owed by vacated tenant K.F.-\$25.00, R.J.-\$759.00, J.J.-\$57.00, and T.S.-\$171.00 totaling \$1,012.00. Motion made by Commissioner Elaine Hudson, seconded by Commissioner Carolyn Daranda. All in Favor

Res.#2018-680- - Approve to enter Resident K.A. on a Six-Month Probationary Status with Continued Occupancy. Motion made by Commissioner Carolyn Daranda, seconded by Commissioner Elaine Hudson. All in Favor

Res.#2018-681- Approve to enter Resident T.D. on a One-Year Probationary Status with Continued Occupancy. Motion made by Commissioner Elaine Hudson, seconded by Vice Chairperson Carol Gagnard. All in Favor.

Res.#2018-682- Approve to enter Resident J.J. on a Six-Month Probationary Status with Continued Occupancy. Motion made by Commissioner Carolyn Daranda, seconded by Vice Chairperson Carol Gagnard. All in Favor.

Res.#2018-683- Approve to offer Resident A.J. Continued Occupancy with notification and No Trespassing to be given to specific persons. Motion made by Vice Chairperson Carol Gagnard, seconded by Commissioner Elaine Hudson. All in Favor.

Res.#2018-684- Approve to Evict Resident S.B. due to Non-Compliance with Lease and Combativeness with Housing Authority Staff. Motion made by Vice Chairperson Carol Gagnard, seconded by Commissioner Elaine Hudson. All in Favor.

Res.#2018-685-Approve to trade in Chevelot Malibu for bigger utility truck. Motion made by Commissioner Carolyn Daranda, seconded by Vice Chairperson Carol Gagnard. All in Favor

Res.#2018-686- Approve to accept quote from Simpson Security Systems, Inc in the amount of \$14,985.00 for the installation of Security Cameras on Addison and Eddy Street. All in Favor.

Res.#2018-#687- Approve to Charge off Used Refrigerators. Motion made by Commissioner Carolyn Daranda, seconded by Vice Chairperson Carol Gagnard. All in Favor.

Motion made by Commissioner Elaine Hudson, to adjourn the meeting at 5:42 p.m., seconded by Vice-Chairperson-Carol Gagnard. All in Favor

This is a true copy of the motions passed and adopted at the September 13, 2018 Regular Meeting.

S/Victoria Burise-Executive Director, PHM

s/Lethia Winns- Chairperson