

# Morristown Housing Authority NEIGHBORHOOD NEWS

January  
2022



*Dear friends,*

Happy New Year! I hope everyone had an enjoyable holiday and that you were able to safely spend time with family and friends.

With the start of a new year, there is an opportunity to reflect and make plans for the future. One area of focus here at MHA is assisting residents on their path to self-sufficiency. Please look closely at the newsletter and calendar to see all the programs we offer.

These programs are **free** and can help you develop a plan to get steady on your feet and make a better life for you and your family. If you have not already, I encourage you to make this one of your goals for the year.

I wish a successful and prosperous 2022 for each of you.

*Sean Gilbert*

Executive Director

## **A Quote to Reflect On...**

"We spend January 1st walking through our lives, room by room, drawing up a list of work to be done, cracks to be patched. Maybe this year, to balance the list, we ought to walk through the rooms of our lives ... not looking for flaws but for potential."

—Ellen Goodman

## **Share with Family & Friends**

MHA staff will be available at the Hancock County Library on **Wednesday, January 19<sup>th</sup>: 2:00-3:30 p.m.**

If they are interested in an apartment at CHARLES TURNER HOMES, (Sneedville) please stop in to apply.

## **City of Morristown Trash Pickup**

Things to remember.....  
Keep Trash Cans 4ft apart. Handle must be pointed towards the unit. Trash Can Lids MUST be Completely closed, or will not be emptied!

## **Office Closed**

**Monday, January 17th, 2022**



600 Sulphur Spring Rd. Morristown, TN 37813

From the Desk of Jeff Green—Operations Director



## Maintenance After Hours Emergency Number 423-273-2489

If you are unsure if you have an Emergency please refer to your “Emergency Calls” on this paper of refrigerator magnet.

Hearing impaired residents, should call TN Relay Center at 1-800-848-0298

Office Hours Monday- Thursday 9:00 am to 6:00 pm CLOSED Fridays  
(closed for lunch 12:30pm -1:30 pm)



**Effective February 2021 Pest Control Procedure Update** All MHA units will receive Pest Control treatments in the months of March and September. The semi – annual treatments will begin on the second week of the month and continue until all MHA units receive Pest Control Treatments. No units will be excluded from the March and September treatment schedule. Additional Pest Control Services will be on a call-in basis. To schedule additional Pest Control at your unit, please contact the MHA office at 423-586-5115 extension 8010. Call in treatments will begin on the second Tuesday of each month until complete. You must contact the office by 12:00 p.m. on Thursday to have your unit scheduled for the following week.

## Emergency Work Order Calls

**MHA maintenance will only be addressing Emergency Work Orders. This is due to the increase of COVID-19 cases in our area. This will be in effect until further notice.**

1. Roof Leaking
2. Refrigerator not working
3. Outside door lock torn up
4. Broken water lines on M.H.A. property.
5. Gas leak at any appliance or meter.
6. Fire in any building in the M.H.A.
7. Range (only if entire range doesn't work)
8. Commode stopped up and overflowing.
9. An elderly tenant is thought to be hurt or in difficulty.
10. Smoke alarm (alarm going off, needs repaired, lose or hanging).
11. Heating system off (only if outside temperature is below 55 degrees F.)
12. Give assistance to the Police Department in case of break in or emergency.
13. Any electrical problem which causes a power failure or poses a threat to persons or property.
14. Any water heater where the relief valve pops off or develops a hole in the tank where water runs constantly

**HVAC Filter Changing** Beginning August 2021, the HVAC filter change protocol will change. MHA staff will change filters bi-monthly. Filter change begins the second Tuesday of January, March, May, July, September, and November until completed. Additional filters will be left for residents to change on the alternate months. No items may be stored in the Mechanical Closets. Residents will be charged for any damages resulting from non-compliance with this notice. Thank you for your assistance! Remember Mechanical Closets cannot be used for storage! Revised 8/2/21

### Bed Bug Treatments Is A Service That Is Provided by The Housing Authority at No Cost to Compliant Residents

If you get Bed Bugs, it is imperative that you completely follow, step by step instructions of the pest control providers prep list to begin the extermination process. MHA will continue to provide this service at no cost for residents who comply with the pest control provider's prep list. Lack of cooperation on the part of some residents has caused our pest control provider to request additional charges from MHA. We have negotiated with the pest control provider to hold these additional charges to a minimum. These charges are only what will be charged by the pest control provider. MHA will not add additional charges **NON-COMPLIANCE FOR BED BUG TREATMENT Charges will be rated MHA's current pest control providers charges**

**Trash Notice to Residents** Morristown Housing Authority's trash truck runs each Monday. This is a service provided by MHA to help residents dispose of large items such as televisions, couches, washers & dryers, etc. Lately, small items such as pizza boxes, bags of trash, etc. have been placed at the street. Please be aware that smaller items must be disposed of in the household trash can furnished by the City of Morristown. MHA will no longer pick-up small items. If small items are placed at the street, you may receive a maintenance charge for pick-up. After the City empties your trash can, please return the trash can to your unit. Do not leave trash cans at the street from week to week.

Large items for MHA pick-up should be placed at the curb from Sunday afternoon to no later than 7 a.m. on Monday morning. Do not place the large items at the street after 7 a.m. on Mondays. The trash truck will make one pass through each neighborhood and anything placed at the street after this time may result in a maintenance charge to your household. If a holiday falls on a Monday, the MHA trash truck will run on Tuesday.

Morristown Housing Authority does not furnish or repair the City provided trash cans. If you need a trash can or have one that is in need of repair, please contact: The City of Morristown Public Works Department at 423-585-4658.

## COLD WEATHER PRECAUTIONS

When temperatures are below freezing for an extended period of time or extremely cold for short periods, water lines could freeze. In an effort to prevent frozen water lines please take the following precautions:

- Open your kitchen cabinet doors below the sink. This allows warm air to enter and help keep pipes from freezing.
- Allow a small stream of water to run through your kitchen faucet at night. A constant flow of water will help prevent freezing.
- Do not open your faucet all the way. A small stream is all that is needed.
- Make sure water hoses are not connected to the outside spickets. If outside faucets freeze because a water hose has been left connected, you could be charged for repairs.

When temperatures rise above freezing throughout the day there is no need to take these precautions.

## List of Tenant Charges

<b>Labor</b> .....	<b>\$20.00</b>
<b>Labor after hours/weekends</b> .....	<b>\$30.00</b>
<b>Refrigerator crisper pan</b> .....	<b>Cost + labor</b>
<b>Clean Range</b> .....	<b>\$20-\$40</b>
<b>Clean Refrigerator</b> .....	<b>\$20-\$40</b>
<b>Lawn repairs</b> .....	<b>Cost + labor</b>
<b>Trash hauled to dump</b> .....	<b>\$35-\$75</b>
<b>Store items left in abandoned apartment</b> .....	<b>minimum \$200</b>
<b>Clean lawn and/or Parking bay</b> .....	<b>\$10-\$50</b>
<b>Replace broken window</b> .....	<b>Cost + labor</b>
<b>Replace window screen</b> .....	<b>\$20.00</b>
<b>Replace screen wire in frame</b> .....	<b>\$10.00</b>
<b>Replace light fixture</b> .....	<b>Cost + labor</b>
<b>Replace appliance bulb</b> .....	<b>\$1.50</b>
<b>Replace fluorescent bulb</b> .....	<b>\$5.00</b>
<b>Replace LED bulb</b> .....	<b>\$5.00</b>
<b>Replace cover plates</b> .....	<b>\$1.50</b>
<b>Replace range hood</b> .....	<b>Cost + labor</b>
<b>Storm door handle inside/outside</b> .....	<b>\$12.00</b>
<b>Replace inside door (includes hardware)</b> .....	<b>Cost + labor</b>
<b>Replace exterior door &amp; hardware (metal)</b> .....	<b>Cost + labor</b>
<b>Replace storm door grill (aluminum doors)</b> .....	<b>\$30.00</b>
<b>Replace storm door grill (steel security doors)</b> .....	<b>Cost + labor</b>
<b>Replace storm door Plexiglas (aluminum doors)</b> .....	<b>\$50.00</b>
<b>Replace storm door glass (steel security doors)</b> .....	<b>Cost + labor</b>
<b>Replace storm door</b> .....	<b>Cost + labor</b>
<b>Change locks (tenant must be home)</b> .....	<b>\$20.00</b>
<b>Replace damaged locks</b> .....	<b>\$50-\$80</b>
<b>Replace interior door locksets</b> .....	<b>\$15.00</b>
<b>Replace kitchen cabinets</b> .....	<b>Cost + labor</b>
<b>Replace thermostat</b> .....	<b>\$15.00-\$85.00</b>
<b>Remove objects from roof</b> .....	<b>\$20.00</b>
<b>Pull commode and remove object</b> .....	<b>\$30.00</b>
<b>Remove object from commode</b> .....	<b>\$15.00</b>
<b>Replace commode</b> .....	<b>Cost + labor</b>
<b>Remove wallpaper</b> .....	<b>\$50.00 per room</b>
<b>Remove carpet</b> .....	<b>\$100 per room/\$200 if glued</b>
<b>Remove linoleum</b> .....	<b>\$200 per room</b>
<b>Repair holes in wall</b> .....	<b>up to 5 inches \$15.00 6 to 12 inches \$25.00 above 12 inches - Cost + labor</b>
<b>Pet Deposit</b> .....	<b>\$100.00</b>
<b>Pest control (monthly)</b> .....	<b>No Charge</b>
<b>Returned checks</b> .....	<b>\$20.00</b>

### LOCK OUTS DURING REGULAR BUSINESS HOURS

Tenants locked out of an apartment, must come by the office and present proper identification in order to receive a duplicate key at a cost of \$4.00 per key. (Mailbox Keys \$2.00 each)

### LOCK OUTS AFTER HOURS AND WEEKENDS

Tenants locked out of an apartment after hours or on weekends must present proper identification to the Morristown Housing representative. With proper identification the Housing Authority representative will unlock the apartment. Cost to unlock apartments after hours / weekends is \$40.00, duplicate keys are additional.

### NON-COMPLIANCE FOR BED BUG TREATMENT

Charges will be rate MHA's current pest control providers charges

### TAMPERING WITH FIRE SAFETY EQUIPMENT

**First offense**..... **\$25.00**

**Second offense**..... **\$50.00**

**Third offense**..... **Lease Termination**

Any work or materials not listed above, will be charged at a fair and impartial rate. Cost of repairs and breakage will be charged to the resident when there is damage to a unit. Liability will not be incurred for normal wear and tear. See tenant lease for specifics. Increases in maintenance charges may occur, without notice, when Morristown Housing Authority's cost increases. Revised 7/12/2021 Effective 8/2/21

# January 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3	4	5	6 <b>Rent Late</b>	7	8
9	10	11	12 <b>NO BINGO</b>	13 <b>Pizza for Youth @ CLC</b>	14	15
16	17 <b>MLK Day</b>	18	19	20 <b>Early School Dismissal 1:00pm</b>	21	22
23	24 <b>Food Truck 2pm</b>	25	26	27 <b>Pizza for Youth @ CLC</b>	28	29
30	31 <b>Morristown Commodity</b>	 <b>Smoke-Free Housing</b>		<b><i>Happy Birthday to everyone in the month of January!</i></b>		

## Self-Sufficiency services offered...

- HiSet , College or Trade School referral & Application assistance
  - Employment referrals
  - Resume` assistance
- Offer “Work Experience for Adults 18-24 y/o
  - Health Insurance application Assistance
    - Offer Financial Classes
    - Home Ownership referrals
    - Help with household items
      - Child care referrals
      - After School Programing
      - Parenting Class referral
  - Referrals for Elderly & disabled to gain employment.
  - Community Cares program for the Elderly & disabled
    - Pantry & Commodity Deliveries
    - LIHEAP application assistance
    - Event Coordination for MHA Customers
    - Assistance for Elderly & Disabled Residents
      - Community Service Hours
- **Help Residents apply for THDA Rent Relief**

**For more information, call (423)586-5115 ext. 8026 or (423)200-5584**