

Buford Housing Authority  
“The Interview”  
January 2022, Newsletter



2022

H A P P Y N E W Y E A R

# “Interview”

A newsletter for the Residents of the  
Buford Housing Authority  
Calendar of Events for January 2022

**LAST DAY TO PAY RENT IS  
TUESDAY, JANUARY 11, 2022**

**LOBBY CLOSED**: Out of an abundance of caution the decision has been made to close our lobby again. This is due to the recent rise in COVID cases in our county and state and the beginning of cold and flu season expected next month. Our goal is to keep tenants and employees safe as well as to comply with social distancing guidelines. Our staff is still available to assist with you from 8:00AM till 4:30PM Monday through Friday by calling the office at 770-945-5212 or you may send us an email to [bufordhousing@bufordhousing.com](mailto:bufordhousing@bufordhousing.com).

Please do not send work order requests via email. If a staff member is out or on vacation, there may be a delay in your work order being processed. Someone is available 24/7 to receive your workorder request at 770-945-5212. Please keep in mind that only emergency workorder are addressed after hours and on weekends.

Please continue to pay your rent via the online payment system on the tenant portal located on our website ([www.bufordhousing.com](http://www.bufordhousing.com)). The other option for rent payment is US Mail or placing payment in the drop box located in the brick wall to the right of our front door.

**Please call the office if you have any questions or if you need any assistance.**



BUFORD HOUSING  
AUTHORITY

office will be closed

Monday, January 3rd

Happy New Year!

**WE WILL BE CLOSED ON**

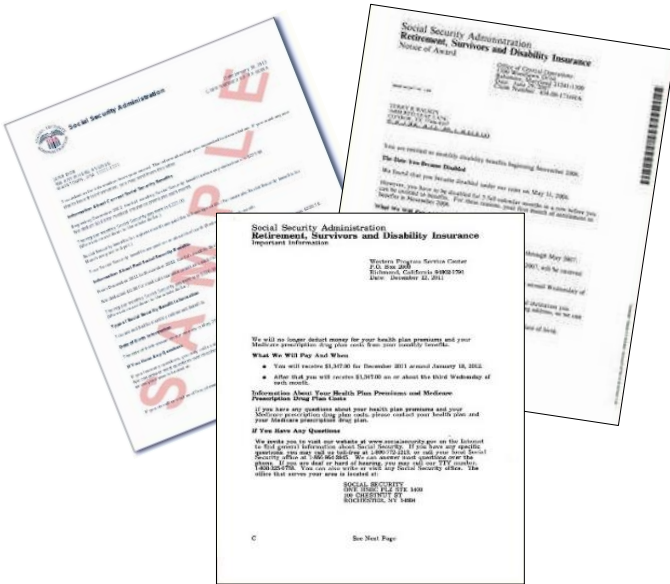
**MLK**  
MARTIN LUTHER



**DAY**  
KING JR. DAY



**January 17, 2022**



**SOCIAL SECURITY STATEMENTS:** All tenants who receive Social Security and/or SSI will need to bring in their 2022 award letter(s) to their recertification appointment in January. This statement should have been mailed to you by the end of December 2021. If you have not received your statement by the end of the year, you can get one by visiting a local Social Security office or you can go online and print one off yourself. The website is [www.ssa.gov](http://www.ssa.gov). From this website you can print your statement(s), change your address, and manage your benefits, all online.

**MEDICAL DEDUCTIONS:** Recertification will begin in January. Those tenants who have medical deductions need to contact their physicians, pharmacies, health care providers etc. and get **PRINTOUTS** of their 2021 out-of-pocket amounts paid. Please **DO NOT BRING IN STACKS OF RECEIPTS** or copies of checks written to physician groups as proof of medical expenses. Your medical providers can easily produce a printout of your 2021 history which is easier to decipher and is always a more complete and accurate report than a stack of receipts. Please call the office if you have questions.





**REPORTING NEEDED REPAIRS:** It is very important that you immediately report to the office if there is something in your apartment that needs repair. Please note the areas from your lease highlighted in GREEN on this page:

U. To let the Authority, know immediately if there is any unsafe condition. I must alert the Authority within 24 hours if something needs to be repaired.

Failure to report needed repairs is neglectful and you can be charged for parts AND labor to make repairs you do not report OR delay reporting.

**IF YOU HAVE AN ISSUE, DO NOT WAIT, CALL THE OFFICE IMMEDIATELY!**



**DRIPPING FAUCETS:** During periods of very cold weather when the temperature is expected to be below freezing, you are required to let the water in your kitchen sink, bathroom sink and bathtub drip or run a tiny stream of water. The Housing Authority pays for your water and this action should generally prevent your pipes from freezing. We also require that you leave the cabinet doors open in your kitchen and bathroom which will help prevent the pipes from freezing. If your water pipes freeze, you will have no water until they thaw and there is nothing that Maintenance can do speed up the thawing of frozen water pipes in the walls.

From your lease:

#### 4. UTILITIES

B. I agree to maintain heat to the apartment sufficient to prevent freezing of piped water. If for any reason, I am unable to maintain sufficient heat, I will immediately notify the Authority. During periods of very cold weather, I shall allow

faucets in my kitchen and bathroom to drip or run slowly and I will open the cabinet doors under my sinks to allow heated air from my apartment to enter the cabinets as these actions may prevent the freezing of water in the pipes associated with my apartment. I will be charged for any damages resulting from my failure to maintain sufficient heat or to notify the Authority. I will take action to conserve energy including keeping lights off during the day and keeping windows closed during the winter. I will not permit anyone to use electricity, gas and/or water except for my family or housing authority staff. I agree not to utilize water for recreation purposes. I agree to report all minor water leaks to the Authority office within three (3) working days and will immediately report any major leaks.

## SECURITY CAMERAS AND VIDEO

DOORBELLS: We have had several tenants inquire about installing security cameras and video doorbells. According to your lease:

### 6. OBLIGATION OF RESIDENT

I agree:

- J. Not to install any appliances or equipment, including but not limited to, extension telephone, waterbed, swimming pool or pool of any sort, children's swing set, chimenea, firepit, trampoline, air conditioner, stove, refrigerator, ham radio set or transmitter, satellite dish, or other antennae **UNLESS I HAVE WRITTEN PERMISSION AND/OR DIRECTION from the Authority.** If I do not get permission and follow directions, I will have to pay the Authority for any costs or damages resulting from my unauthorized installation. I must remove any unauthorized appliances or equipment immediately upon notification by the authority and must pay the Authority for any damages.



To clarify, tenants **are not allowed** to install any camera, video doorbell etc. onto any BHA surface. If such installation has occurred, the tenant will be charged for the repair materials and the hourly rate for our maintenance staff to make the repair.



Cameras can be set up **INSIDE** apartments facing out of windows as long as they do not block access to the window for escape from fire or other catastrophe. Please call the office if you have questions.

**NOTICE:** This will inform you that Maintenance personnel will be going door to door during the month of **January on the 18<sup>th</sup>, 19<sup>th</sup>, 20<sup>th</sup>, & 21<sup>st</sup> 2022** to **replace furnace filters, check the vent systems and to change the batteries in your smoke alarm and thermostat.** Maintenance will be going into each room to check every vent. This is your NOTICE that Maintenance personnel will be coming into your apartment. **Please make sure your maintenance closet is not blocked with furniture or other personal belongings.**

**DRYER FIRE THE DANGERS OF DRYER LINT:** Ever notice that your dryer is taking longer than usual to dry a load of laundry? Maybe you have to run your clothes through a second time to avoid that sticky, damp feeling? This could mean that your dryer vent is all clogged up with lint.



But dryer lint can end up being much more than just a slight inconvenience if not addressed. Dryers depend on a 4-inch diameter, unrestricted, metal vent to exhaust the hot, moist, air to the outdoors. Overtime, lint from multiple loads can build up in the vent system, preventing the hot air from escaping. This trapped heat causes the pipe and other parts of the system to heat up, which combined with the presence of dry, super flammable lint, brings the real possibility of fire. Tragically, this isn't a rare occurrence. Dryer vents are responsible for thousands of home fires every year. That is why it's so important to be proactive in keeping your system clean and lint-free.

### **Clean Lint Filter Between Loads**

A best practice to adopt would be to clean between every load of laundry. This is an obvious first line of defense of dryer fire prevention. Also, wiping down the interior of the dryer will remove any extra lint buildup that the screen fails to catch.

### **Look for The Signs**

Keep an eye out for changes in your dryer's performance. Taking longer to dry clothes is one of the primary indicators of a blockage. If you see any changes in your dryer's efficiency, stop immediately and check your vent and filter.

### **Regular Maintenance is Key**

The primary cause of dryer fires is failure to clean and maintain them. Make sure to look behind the dryer, where lint tends to build up. Call a professional to come in a service your system on a regular basis. We recommend cleaning and servicing your dryer & vents every 6 months to be safe.



**OPEN FLAME DEVICES:** Because open flame devices constitute a serious risk to the health and safety not only to your household but also to other residents in your building, there is a ban on such items.



From your lease:

MM. I understand that if any candles or other open flame devices (i.e. incense sticks or incense burners) are found in my apartment it will be immediately confiscated and a single warning will be issued. If a second violation occurs, I will be given 30 days to vacate my apartment. If a candle or open flame device(s) (i.e. incense sticks, incense burner or gas stove lite) is discovered burning and no one is found to be home at the time it is discovered, no warning will be given and I understand that I will be given a 30-day notice to vacate my apartment due to endangering the property and health and safety of other residence.

To clarify, just having incense, incense burners, candles etc. in your apartment, even if they are unlit, is grounds for lease termination. If burned cigarettes, cigars, or other smoking devices are found with ashes, they will also fall under the category of an open flame device which will result in eviction which is outlined in the above paragraph. We would also like to remind tenants that all lighters and matches should be put away and out of the reach of children. Please call the office if you have questions.

**SICKNESS IN YOUR HOUSEHOLD:** With a rise in COVID cases in Gwinnett County and across the state as well as a more extreme flu season expected, Buford Housing Authority asks that you **please notify the office if anyone in your household becomes ill or is under quarantine.** This will protect our maintenance staff from entering a unit and becoming unnecessarily exposed to potential illness. Also, if anyone in your household is ill or under quarantine, **please limit maintenance work order requests to EMERGENCY ONLY until everyone in the household is well and without symptoms for 2 weeks.** Your actions will help protect our staff, and in turn your neighbors, from the spread of illness.





# DRIVE THROUGH MEAL DISTRIBUTION ENTREGA DE COMIDAS

Wednesday, January 12, 19, & 26 at 11 a.m.  
Miércoles 12, 19, & 26 de enero a las 11 a.m.

**BUFORD BRANCH / SEDE DE BUFORD**

2100 BUFORD HIGHWAY  
BUFORD 30518

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## Chef Hank with Lettum Eat is Back!

Gwinnett County Public Library, in partnership with Lettum Eat! Inc.,  
Holds free weekly drive through meal distributions at four of our branches.

**Meals are available on a first come, first served basis.**

**Limit one meal per person.**

For updates and information visit [www.gwinnettpl.org](http://www.gwinnettpl.org)

