

# FORT BERTHOLD HOUSING AUTHORITY NEWS LETTER

*Newsletter Date*  
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## Special Interest Articles:

- Employee Leadership Award.
- In Extreme weather check your propane.
- Drug and safety awareness.



## Individual Highlights:

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Monthly Calendar

# LEAD STORY HEADLINE

This month we at FBHA would like to congratulate Mayda Logg, Accounts Receivable and payroll as she reaches her Anniversary in her years of service with Fort Berthold Housing Authority. Mayda Logg has been working with FBHA since 2002. Thank you for your positive attitude and hard work.

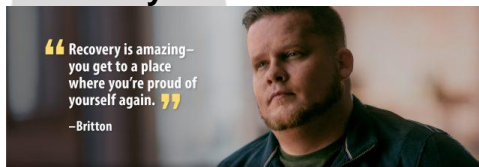


Years of service award programs are also called milestone awards, service awards, service milestones, length of service awards, employee anniversaries, and service anniversaries. They are all the same thing—awards that recognize employees when they hit a specific work anniversary (5, 10, 15, 20+ years of service). Historically, employee service awards programs were positioned as a company benefit, part of a total reward and recognition package. They were, and in many cases still are, a very transactional, automated process. In these scenarios, employees may have received an award on their desk, or in the mail, on their anniversary date. A few employees may have gotten their award in a lackluster team presentation. Companies typically administered these programs themselves or relied on a service award vendor. In the past, service awards for employees usually included certificates, plaques, and collar pins to symbolize an employee's years of service.

## Drugs and safety Awareness

FBHA would like to share some information to our tenants and community where you can go to get help or classes for NA or AA. New Town has a place called The Door Resource and Recovery Lodge, Found on Main Street. For more information call 701-627-4358 Four Bears also has Drug Awareness program you can contact Coordinator Taylor Bradley Office 701-627-8311 work cell 701-421-5262

### Recovery Is Possible



Opioid use disorder, or opioid addiction, is a medical condition that can affect any race, gender, income level, or social class. Some people begin taking prescription opioids to manage pain after a surgery or injury, and some people begin taking them to manage chronic pain. No matter what the circumstance is, prescription opioids can be addictive and dangerous, but recovery is possible.

(Resource from CDC RX awareness website)

It is after the holidays and another six weeks until spring arrives. But you do not have to wait to see your shadow to start your spring projects. Chase those late-winter blues away with some February home maintenance/ Cleaning.

- [Kitchen](#)

### Clean Out the Oven

Did you know that 8% of home cooking fires are caused by dirty ovens or ranges?<sup>2</sup> Grime and food built up over the year can make your oven a filthy fire hazard if you do not clean it regularly.

The good news is cleaning the oven is as easy as following the instructions on your favorite brand of oven cleaner. Keeping your smoke detector and carbon monoxide alarms in top shape can also prevent fires. Be sure to check your CO and smoke alarms once a month by testing the batteries and replacing the unit every 10 years. (Resource from Safewise website)





## Recipes to Try

Ok as some of you know I just received an air fryer for Christmas so I will be posting my very first recipe I used in my air fryer and it came out great. Air Fryer Buffalo Chicken Wings

Rating: 4.8 stars

Push the deep fryer aside and pull out the air fryer instead next game day. There is no need to add all that oil when you can achieve crispy wings straight out of the air fryer. Serve with celery sticks and ranch dressing, if desired.

### Ingredients

- 2 ½ pounds chicken wings
- 1 tablespoon olive oil
- 2/3 cup cayenne pepper Sauce
- ½ cup butter
- 2 tablespoons vinegar
- 1 teaspoon garlic powder

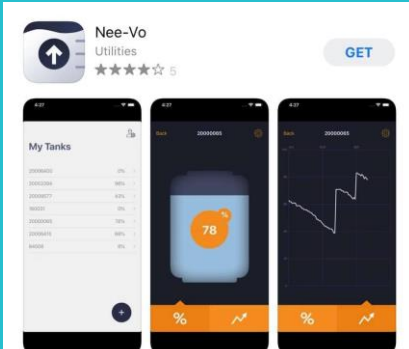
### Directions

1. Preheat air fryer to 360 degrees F.
2. Place wings in a large bowl. Drizzle oil over wings and massage until chicken is evenly coated.
3. Place ½ the wings in the air fryer basket and cook for 25 minutes. Use tongs to flip wings and cook 5 more minutes. Transfer cooked wings to bowl. And repeat with remaining wings.
4. Combine hot pepper sauce, butter, vinegar, garlic, and cayenne pepper in a small saucepan over medium heat. Stir and keep warm until wings are done.
5. Pour sauce over cooked wings.

(Resources Allrecipes.com)

## Special Interest Story Headline

Our provider for propane for most our units is united Quality and they offer this app so you can track how much propane you have. Don't be caught in these cold winter months without heat.



## Special Projects

Electric and plumbing are being worked on in new CRP phase 2 units in New Town and Parshall. Once that is completed, they will be inspected cleaned and ready for move in.



# Lease Compliance

FBHA has about (6) **Title VI units** available in Mandaree, ND.

- 6- 3 bedroom, 2bath units
- Deposit \$500.00
- Animal deposit as well
- Lowest rent base is \$609.00.

Contact our main office 701-627-4731 or Clemens Perkins at 701-421-1249 for applications.

[Clemens@fbha.org](mailto:Clemens@fbha.org)

We also have

- ☺ low-income units
- ☺ Tax credit units

The 9 Most Common Lease Compliance Issues You'll Encounter

1. Junk Outside
2. Unapproved roommates
3. Pets
4. Bugs
5. Mold
6. House keeping
7. Noise
8. Window coverings
9. Breaking the Lease

FBHA has a **184 Down Payment Assistance Program!!**

Yes, that's right a Down Payment Assistant Program!! If you or anyone you know would be interested in an application, please call our Main office or Ardella Fox at 701-421-2094

[Ardellaf@fbha.org](mailto:Ardellaf@fbha.org)

- If you qualify you can get up to \$20,000.00
- Its within our service area reservation boundaries.
- If you don't sell your house within the first 5 years you don't have to pay the money back.

# Human Resources

## JOB ANNOUNCEMENTS

**January – February ,2021 Administration**

Executive Director-\$Salary, DOQ/DOE

Contract Officer - \$Salary, DOQ/DOE.

Court Advocate -\$Salary, DOQ/DOE.

## **Maintenance Dept.**

Maintenance Manager- Starting, Full Time \$ DOQ/DOE.

Maintenance Worker(s)-starting, Full-Time \$17.00 per hour.

(White Shield, Twin Buttes, Four Bears, Mandaree, New Town, Parshall)

## **LIHTC Custodian/Grounds**

Keeper(s)- starting, Full-Time \$16.00 per hour.

Custodian-starting, Part-Time \$16.00 per hour

## **Modernization/Renovation Dept.**

Modernization/Reno Clerk-starting, Full-Time \$16.00 per hour

Carpenter Helper(s)-starting, Full-Time \$18.00 per hour.

## **Lease Compliance Dept.**

Lease Compliance Manager- Starting, Full Time \$ DOQ/DOE.

Lease Compliance Specialist-starting, full-Time \$16.00 per Hour

(New Town, Parshall and Four Bears, Mandaree)

## **Environmental Dept.**

(2) Technician-starting, Full-Time \$17.00 per hr.

## **Excellent Benefits**

**Free Employee Medical/Dental/ Vision/ Life Insurance**

**Matching 401 (k) Plan**  
**Contact: Human Resource Assistant**

[Crystal@fbha.org](mailto:Crystal@fbha.org)  
701-627-4731 ext.226

Coby Rabbithead, Acting  
Executive Director  
coby@fbha.org

Nicole Chavez, Executive  
Assistant

Nicole@fbha.org

Coby Rabbithead, Chief  
Financial Officer

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OPEN, SPECIAL Project

OPEN, Human Resources  
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Crystal Johnson, HR Assistance

Crystal@fbha.org

David Brown, Mod/Ren  
Manager

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OPEN, Court Advocate

OPEN, Maintenance Manager

maintenance@fbha.org

Eugenia Hall, Environmental  
Manager

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Bill Jacobs, Insurance Manager

bill@fbha.org

Kathy Church, Insurance  
Assistant

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*Compliance in each Segment:*

**Lease Compliance Manager**, Open

Main Office.701.627.4731

**New Town LC**, Open

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**Four Bears LC**, Open

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Sarah Bruce

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cell.701.421.1516

# Housing Authority

# FEBRUARY

# 2021

Integrity. Excellence. Honesty. Diversity.  
Respect. Responsibility. Compliance



FBHA Maintenance Office open 8:00am to 4:30pm  
Phone #701-627-3045

Maintenance Emergency's Please call  
Clemens Perkins at 701-421-1249

### What Qualifies as a Maintenance Emergency Request?

- Loss of heat
- Loss of water /water leak
- Loss of use of appliance
- Loss of use of Toilet
- Loss of electricity in your unit
- Any life -safety matters

If anyone in your Household is sick or has been sick in the last 14days (about 2 weeks), please Notify us at the time you place your Request!  
Only Emergency Request will be addressed at this time.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
RENT DUE 1st Of Every Month	1	2 Groundhog Day	3	4	5	6
7 AP week	8 One on one manager meetings	9 Project Plan / MTG Zoom	10 Board Reports Due	11 TBC  Project Plan / MTG Zoom	12  Carol Villa	13
14 Valentine's Day ♥	15 ALL CHIEF'S DAY OBSERVED	16 BOC MTG ZOOM	17	18	19	20
21 AP week	22	23	24 Voting for September Employee	25 Project Plan / MTG Zoom	26  Carol Villa	27
28	March 1	2	3	4	5	6