

Board minutes - June 2013

MINUTES

The Board of Commissioners for the Berwick Housing Authority met in regular meeting on June 18, 2013 at 4:00 pm at the housing authority office. The meeting was called to order and the agenda read by James Richard. The meeting opened with prayer.

There were present James Richard, Robert Thigpen, Jacki Ackel, Eunice Cunningham, Lily Rebaradi, Attorney Susan Dorsey, Clarence Robinson, Jr., Janice McIntyre, Rand Nini, Jackie L. Watson, Jerome Guidry, Laddis Nelson, Preston Gill with the Daily Review, and a KWBK news reporter.

A motion was made by Rebaradi and seconded by Ackel to dispense of the reading of the minutes for the May 21, 2013 Regular Meeting.

Mr. Robinson stated that in each packet, the commissioners have copies of bank statements for both accounts. The checking account balance is \$315,505.68 and the tenant deposit balance is \$22,925.00. The check register is included for review. As of today, there is no monthly finance report form HSA. Checks are on the table for review. Our audit review should be ready for next month's meeting.

Mr. Robinson introduced Mr. Laddis Nelson with Rock Enterprise Construction. He wanted the board to meet the contractor. Mr. Robinson handed out pay request #2 for review. Mr. Robinson stated that he is very pleased with work being done. They are currently working on 3 units. The obligated amount for the contract is \$106,000.00. As of today, the amount expensed is \$64,024.00. We are currently at 88% obligated in LOCSS, and the job is 67% complete. Pay request #2 is in the amount of \$53,404.00. Mr. Robinson showed pictures of the units before and while the work was being done. The board went into discussion. A motion was made by Ackel and seconded by Rebaradi to award pay request #2 in the amount of \$53,404.00 to Rock Enterprise Construction. Resolution #1070.

A motion was made by Thigpen and seconded by Ackel to accept the financial report.

The monthly vacancy report was given. There are six units vacant and sixteen names on the waiting list. The application process remains closed.

Bids were received to purchase 4 refrigerators and 4 stoves. The bid sheet was handed out for review. Bid were received from Sears Contract Sales in Lafayette, Grizzaffi Appliances in Morgan City, and Sears in Bayou Vista. The board went into discussion. A motion was made by Ackel and seconded by Thigpen to accept the bids from Sears Contract Sales in Lafayette to purchase 4 refrigerators and 4 stoves. Resolution #1071.

Mr. Richard stated that he had met with Mr. Victory Ho of the Morgan City Housing Authority Board of Commissioners last week. Mr. Ho had presented a letter for the board of the commissioners for the Berwick Housing Authority asking for Mr. Robinson help as interim director for the Morgan City Housing Authority. Mr. Richard read the letter. He introduced Mr. Jackie L. Watson and Mr. Jerome Guidry of the board of commissioners for the Morgan City Housing Authority. Also on the phone is Ms. Cheryl Williams, State HUD Director from New Orleans. Mr. Guidry stated that they need assistance to get back on track. They had their audit and it was not good. The executive director, Mr. Span, has resigned. They would like Mr. Robinson to help them get back on track.

Ms. Williams stated that HUD is asking for an inter-agency agreement between the Morgan City Housing Authority and the Berwick Housing Authority. Berwick is a high performing agency and Mr. Robinson has knowledge of both public housing and section 8. HUD is an agreement with the two agencies forming an inter-agency agreement. The Berwick Housing Authority will invoice the Morgan City Housing Authority for work done. The agreement will be between both the agencies. Mr. Richard stated that he would like Ms. Ackel and himself to meet with Ms. Susan Dorsey, the board attorney for Berwick, to go over and draft an agreement to present to the Morgan City Housing Authority. Mr. Richard asked Mr. Robinson if he was in agreement to do this. Mr. Robinson stated yes, he would like to try to help them. Ms. Williams has committed to sending a team from New Orleans to help. A motion was made by Rebaradi and seconded by Thigpen to accept Mr. Ho's request for Mr. Robinson to go to Morgan City Housing Authority as interim director and to have an agreement drawn up with provisions to present to the Morgan City Housing Authority Board for the use of Mr. Robinson. Resolution #1072.

Mr. Richard thanked Ms. Williams for her assistance. Ms. Williams thanked both boards for their help in this matter. Mr. Richard then thanked Mr. Watson and Mr. Guidry for coming on behalf of the Morgan City Housing Authority board.

A motion was made by Ackel and seconded by Rebaradi to accept the director's report.

The board discussed next month's meeting date of July 23 2013. A motion was made by Thigpen and seconded by Ackel to accept the date of July 23, 2013.

A motion was made by Cunningham and seconded by Ackel to adjourn. Meeting adjourned.