

## Board Meeting Minutes for February 2014

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### MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on February 18, 2014 at 4:00 pm at the housing authority office.

The meeting was called to order and agenda read by James Richard. The meeting opened with prayer.

There were present James Richard, Eunice Cunningham, Lily Rebaradi, Attorney Susan Dorsey, Jacki Ackel (on phone), Clarence Robinson, Jr., and Janice McIntyre. Absent was Robert Thigpen.

A motion was made by Rebaradi and seconded by Cunningham to dispense of the reading of the minutes for the January 21, 2014 regular meeting.

Mr. Robinson explained that in each monthly package the commissioners had copies of the bank statements for both accounts, a copy of the check register and checks are on the table for review. The operating account balance is \$315,272.17 and the tenant deposit account balance is \$23,450.00. We should have the fiscal year closeout report by next month.

Mr. Robinson explained that we have an emergency plumbing issue at one of the units. There is a hot water line running thru the slab and it has cracked which is leaking hot water in the yard. We called today for bids. The only plumber that came out was Alfred's Plumbing with a bid of \$2000.00 to reroute the hot water lines in the unit. They turned off the hot water to the unit. This is leaving the elderly resident with no hot water. The board went into discussion. A motion was made by Rebaradi and seconded by Ackel to accept the bid from Alfred's Plumbing for \$2000.00 to do the emergency plumbing work. Resolution #1092.

A motion was made by Rebaradi and seconded by Ackel to accept the financial report as presented.

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

We have gotten bids to purchase five refrigerators and five stoves. A copy of the bid sheet was handed out for review. The board went into discussion. A motion was made by Rebaradi and seconded by Ackel to purchase five refrigerators and five stoves from Sears Contract Sales in Lafayette. Resolution #1093.

The retirement plan administrative fees were coming out of a forfeiture account that the housing authority had. The account has run out of funds. Since November 2013 the fees have been paid from the employee contributions. We are asking for the housing authority to pay for these fees instead of the employees. The board went into discussion. A motion was made by Rebaradi and seconded by Ackel that the Berwick Housing Authority pay all retirement administrative fees for their employees, retroactive for November 2013, December 2013 and January 2014 and to continue for all future payments. Resolution #1094.

Mr. Robinson handed out a progress report on the MCHA inter-agency work. The audit is being completed. Low rent is complete but the section 8 is still being looked at. It needs a lot of work and has some issues. The application process opened today and they will be taking applications again on Thursday and Friday. They have units available. He will be going to district court in Lafayette on Wednesday concerning an eviction. The agency as a whole is making progress. The board of the MCHA is asking to extend the inter-agency agreement for another year. Ms. Williams with HUD in New Orleans is coming in March to meet with both boards. They will start the demolition process. They have someone interested in purchasing the property at Joe Ruffin Homes.

Mr. Richard stated that he has a copy of the inter-agency agreement that needs to be renewed. MCHA wants to extend the contract for 1 year. The first contract was for 6 months. The board went into discussion. A motion was made by Rebaradi and seconded by Ackel to accept the inter-agency agreement with MCHA to extend the agreement for 1 year. Resolution #1095.

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

The board discussed next month's meeting date of March 18<sup>th</sup>. A motion was made by Rebaradi and seconded by Ackel to accept the date of March 18, 2014 for next month's meeting.

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