

## MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on July 21, 2015 at 4:00 pm at the housing authority office.

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

There were present James Richard, Robert Thigpen, Vanessa Romero, Lily Rebaradi, Clarence Robinson, Jr., Janice McIntyre, Clarissa Adams, Mark Griffin and Theresa Mitchell. Absent was Eunice Cunningham.

A motion was made by Thigpen and seconded by Rebaradi to dispense of the reading of the minutes of the June 23, 2015 regular meeting and to be able to review with changes as necessary.

Mr. Robinson stated that in each monthly packet the commissioners had copies of the bank statements for both accounts, along with the check register. The checks were on the table for review.

Mr. Danny McCaskill was on the phone to give the 2014 Audit Review. Copies of the audit were handed out for the board to review. He stated that the Berwick Housing Authority has a clean audit with no findings per government audit standings and he saw no problems. He stated that the agency is continually to be excellently managed. He stated that the housing authority has done an exceptional job in managing the funds that they receive and maintaining even though they are running 2 agencies. Mr. Robinson stated that the audit has been submitted to REAC. A motion was made by Rebaradi and seconded by Thigpen to accept the 2014 audit review as presented by Mr. Danny McCaskill, CPA. Resolution #1145.

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

The monthly vacancy report was given. There are 2 units vacant and 23 names on waiting list. The application process remains closed.

A copy of the proposed water backflow preventer policy was read to the commissioners. The backflow preventer is a state mandated procedure that we must comply with. All outside faucets must be equipped with the preventer. The Town of Berwick provided one preventer for each house. We will have to purchase the additional ones. The commissioners stated that they would like to see the policy added as a lease addendum and to get the residents to sign the resolution. A motion was made by Thigpen and seconded by Rebaradi to accept the back-flow preventer policy. Resolution #1146.

Mr. Robinson gave a progress report on the inter-agency work with Morgan City Housing Authority. We have 2 guest present today, Mr. Mark Griffin and Ms. Theresa Mitchell, both are commissioners for the MCHA. The demolition of the 4 buildings in Brownell Homes is 100% complete. The current mod project is complete. They will put 7 additional units back on line. Currently 5 of the 10 forced account units are ready. The REAC inspection is currently scheduled for October 30 and November 2. Mr. Robinson had a meeting on July 8, 2015 in Lafayette with Regional Director, Mr. David Pohler, and Cheryl Williams, our

field director. The meeting was for troubled agencies. He stated that MCHA has money in the bank and HSA is almost caught up with the monthly finances.

A resolution from MCHA (Res. #2015-207), was handed out and Mr. Richard read it to the commissioners. It is an approval of an extension of the inter-agency agreement with Berwick Housing Authority. The commissioners went into discussion. They would like to change the section stating 3 year extension to 3 – 1 year extensions, automatically renewable with the option to terminate by either side, to allow Clarence Robinson as Interim-director to complete the 5 year operating plan of the MCHA. A motion was made by Rebaradi and seconded by Thigpen, to accept the RES #2015-207 from MCHA for approval of extension of the inter-agency agreement with Berwick Housing Authority with the exception of 3 – 1 year extensions instead of a 3 year extension and will be shown on the inter-agency agreement. Resolution #1147.

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

The board discussed next month's meeting date of August 18, 2015. A motion was made by Rebaradi and seconded by Thigpen to accept the meeting date of August 18, 2015 at 4:00 pm.

There were no questions, discussions, or additions.

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