

Board minutes - May 2013

MINUTES

The Board of Commissioners for the Berwick Housing Authority met in regular meeting on May 24, 2013 at 4:20pm at the housing authority office. The meeting was called to order and agenda read by Lily Rebardi. A motion was made by Ackel and seconded by Cunningham to amend the agenda to add the following.

6. B. Review and Approval of Pay Request #1 – 2012 Mod Project

The meeting opened with prayer.

There were present Lily Rebardi, Eunice Cunningham, Jacki Ackel (by Phone), Attorney Susan Dorsey, Clarence Robinson, Jr., Janice McIntyre, and Rand Nini.

A motion was made by Ackel and seconded by Cunningham to dispense of the reading of the minutes of the April 16, 2013 regular meeting.

Mr. Robinson stated that in each monthly packet the commissioners had copies of the bank statements for both accounts, checking and resident deposit. A copy of the check register was also included. The checks are on the table for review and have been signed by Ms. Cunningham. Mr. Robinson stated that there is no monthly report from HSA and all finances are in order.

Mr. Robinson passed out packets for the first pay request from Rock Enterprises. The contractors are currently working in Units #11, #12, & #74. They are doing a really good job. In one week, they have gutted the units, prepping for painting, most of the plumbing work has been done and broken windows have been fixed. Today, they are working on the exterior of units, pressure washing. The pay request is for \$10,620.00. He stated that we may have to do a change order to this job. We have 2 more units that are vacant in the same development and we may add them to this job. Mr. Robinson stated that he is very pleased with the work. The board went into discussion. A motion was made by Ackel and seconded by Cunningham to approve pay request #1 in the amount of \$10,620.00 to Rock Enterprises.

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

The monthly vacancy report was given. There are 8 units vacant and 21 names on the waiting list. The application process remains closed.

Bid packets were handed out for review for floor repairs to units #111, & #119. The bids are as follows:

1. A & R Flooring	\$1741.00 per unit	Total - \$3482.00
2. Perque Flooring	\$2283.87 per unit	Total - \$4567.74
3. Vida Paint	\$2575.04 per unit	Total -\$5150.08

The board went into discussion. A motion was made by Ackel and seconded by Cunningham to approve the bid from A & R Flooring for units #111 & #119 in the amount of \$3482.00

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

The board discussed next month's meeting date of June 18, 2013. A motion was made by Ackel and seconded by Cunningham to accept the date of June 18, 2013 as next month's meeting date.

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