

## MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on August 19, 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, Robert Thigpen, Jacki Ackel, Lily Rebaradi, Attorney Susan Dorsey, Clarence Robinson, Jr., and Janice McIntyre. Absent was Eunice Cunningham. A motion was made by Thigpen and seconded by Ackel to dispense of the reading of the minutes for July 22, 2014 regular meeting.

In each packet the commissioners had copies of the bank statements for both accounts as of July 31, 2014. Checks were on the table for review. We have not received the monthly finances from HSA. Mr. Robinson stated that the 2013 Mod Project has started. Hebert Construction has been here working and is doing a great job. We will be doing a change order to add another unit to the project. This unit is a 2 bedroom unit. Pay Request #1 is due today. The board went into discussion. A motion was made by Rebaradi and seconded by Thigpen to make pay request #1 for the 2013 CFP to Hebert Construction in the amount of \$10,350.00. Resolution #1105.

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 7 units vacant. Five of these units are on the mod project. The other two units are being turned around. There are 27 names on the waiting list. We took applications on August 14<sup>th</sup> and the list is closed until further notice.

A list of three stoves and two refrigerators was handed out for review to write off. A motion was made by Ackel and seconded by Thigpen to write off the three stoves and two refrigerators.

Resolution #1106.

Mr. Robinson gave a report on the inter-agency work with MCHA. It has been one year since we started the inter-agency work. They have saved the agency the salaries of the Executive Director and the Section 8 manager's. They have had two REAC inspections. The agency is still under the Legislative/OIG review. The agency has an attorney – Robert Duffy, who has done an excellent job with the lease with Glenda's D & B Seafood, helping structure the board and dealing with the media. The agency is at 83% lease up. The Section 8 program released 35 vouchers for families to find housing.

A motion was made by Ackel and seconded by Thigpen to go into executive session. The board went into executive session. A motion was made by Rebaradi and seconded by Thigpen to come out of executive session. Mr. Richard stated that while in executive session, they discussed going into a contract with the executive director. Mrs. Dorsey will draw up the contract for next month's meeting.

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

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The board discussed next month's meeting date of September 23, 2014. A motion was made by Thigpen and seconded by Rebaradi to change the meeting date to September 16, 2014.

Mr. Robinson stated that he would like to add to the agenda the DIMP Report. This is a gas report that is mandated by the State of Louisiana. We have a proposal from LNCS, who is a sole source to do the report. We will be audited either in October or November and this report has to be done. The board went into discussion. A motion was made by Thigpen and seconded by Rebaradi to approve LNCS as the sole source to do the DIMP Report for \$3995.00. Resolution #1107

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