**MINUTES**

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on April 21, 2015 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, Vanessa Romero, Eunice Cunningham, Attorney Susan Dorsey, Clarence Robinson, Jr., Janice McIntyre, and Clarissa Adams. Absent was Robert Thigpen and Lily Rebardi.

A motion was made by Romero and seconded by Cunningham to dispense of the reading of the minutes of the March 24, 2015 regular meeting.

In each monthly packet, the commissioners had copies of the bank statements for both accounts and a copy of the check register. The checks were on the table for review. There were no monthly finances from HSA. The auditor was here on April 2, 2015 to complete the 2014 fiscal year audit. Mr. McCaskill will call for the May meeting to give a full report to the commissioners.

Mr. Robinson stated that the 2014 PILOT Tax payment to the Town of Berwick is $24,709.87. This is an increase of $1952.97 from last year. They will present the check to the Town of Berwick at their next council meeting. A motion was made by Romero and seconded by Cunningham to approve the 2014 PILOT tax to the Town of Berwick in the amount of $24,709.87.

A progress report on the 2013 mod project was given. There is a pay request today in the amount of $10,035.00. The work is actually complete and the 45 day retainage started on April 2, 2015. Mr. Robinson stated that while Hebert Construction was here doing the mod work, we got them to do some dirt work and spaulding work on units for our REAC inspection. We received a 94 out of 100 on our REAC score. The board went into discussion. A motion was made by Romero and seconded by Cunningham to pay request #8 in the amount of $10,035.00 to Hebert Construction.

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

The monthly vacancy report was given. There are 2 units vacant and 3 names on the waiting list. The application process remains closed.

Mr. Robinson gave a progress report on the inter-agency work with MCHA. Mrs. Katherine Williams (HUD Field Rep), is scheduled to be here on Thursday to review the Section 8 program. The 5 audit corrective items for 2014 has been submitted to the LA Legislative Auditors office and the HUD New Orleans office. The demolition of the 4 units will be moving forward in May. The discussion for an executive director will take place at the board meeting on Thursday. A tentative meeting has been set up for Monday, April 27th, concerning the Cooperation Agreement between MCHA and the City of

Page 2

Morgan City.

A motion was made by Romero and seconded by Cunningham to accept the director’s report.

The board discussed next month’s meeting date of May 19. A motion was made by Romero and seconded by Cunningham to accept the date of May 19 for next month’s meeting.

There was 1 Kenmore refrigerator that needed to be written off. A motion was made by Romero and seconded by Cunningham to write off 1 Kenmore refrigerator from Unit #42 for $369.00.

Mr. Robinson stated that on Wednesday, April 29 at 8:30 am, we will have a breakfast for the residents. We will serve coffee and donuts. We will be discussing REAC inspection, police issues and resident council.

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