

MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on July 23, 2019 at 4:00 pm at the housing authority office.

The meeting was called to order and agenda read by Robert Thigpen. The meeting opened with prayer.

A roll call for the following members of the board present: Robert Thigpen, Vanessa Romero, Frances Daugherty, and Janie Brashear. Absent was David Leonard and Clarence Robinson, Jr. Also present was Janice McIntyre and Clarissa Adams.

A motion was made by Romero and seconded by Brashear to dispense of the reading of the minutes of the June 18, 2019 regular meeting.

In each monthly packet, the commissioners had copies of bank statements and check register for both accounts. The checks were on the table for review. The monthly finance report from HSA was handed out and reviewed. All finances are in order.

The Pilot tax amount for 2018 is \$26,832.59. The board went into discussion. A motion was made by Romero and seconded by Brashear to approve the payment for the 2018 Pilot tax to the Town of Berwick in the amount of \$26,832.59. Resolution #1293. The check for the payment was signed.

There was no payment this month to Hebert Construction for the 2018 Mod Project.

A motion was made by Romero and seconded by Brashear to accept the finance report as presented.

The monthly vacancy report was given. There is one unit vacant and 4 unit's offline. There are 19 names on the waiting list.

A list of 4 Kenmore refrigerators were handed out for review and approval to be written off. The board went into discussion. A motion was made by Romero and seconded by Brashear to write off the 4 Kenmore refrigerators as listed. Resolution #1294.

The monthly progress report for inter-agency work with MCHA was handed out and reviewed. The current waiting list has 10 families. The vacant unit status was reviewed. There were some roof damages from the hurricane. The insurance adjuster came out on July 17, 2019.

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

The board discussed next month's meeting date of August 20, 2019. A motion was made by Romero and seconded by Brashear to accept the date of August 20, 2019 for next month's meeting.

There were no questions, discussions, or additions.

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

