

MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on May 21, 2019 at 4:00 pm at the housing authority office.

The meeting was called to order and agenda read by David Leonard. The meeting opened with prayer.

There were present David Leonard, Vanessa Romero, Frances Daugherty, Janie Brashear, Clarence Robinson, Jr., Janice McIntyre, and Clarissa Adams. Absent was Robert Thigpen.

A motion was made by Romero and seconded by Brashear to dispense of the reading of the minutes for the April 23, 2019 regular meeting.

Mr. Robinson handed out the financial report from HSA and reviewed the information with the board. The commissioners had in their monthly packets bank statements and check registers for both accounts. The checks were on the table for review. A motion was made by Romero and seconded by Brashear to accept the financial report as presented.

The monthly vacancy report was given. There are 0 units vacant and 4 units' offline for the mod project. There are 18 names on the waiting list.

A tenant was evicted for nonpayment of rent and left owing a balance of \$492.50. A motion was made by Romero and seconded by Brashear to write off the balance of \$492.50. Resolution #1288.

A copy of the 2019 income limits were handed out for review and discussion. A motion was made by Romero and seconded by Brashear to accept the 2019 income limits. Resolution #1289.

A utility allowance schedule was done for 2019. The new rates were handed out for review. The board went into discussion. A motion was made by Romero and seconded by Brashear to accept the new utility allowance schedule effective for June 1, 2019. Resolution #1290.

Due to the utility allowance changes, the flat rents will also be affected. A new flat rent schedule was handed out for review. The board went into discussion. A motion was made by Romero and seconded by Brashear to accept the new flat rent schedule effective for June 1, 2019. Resolution #1291.

Mr. Robinson handed out and reviewed the inter-agency work with MCHA report. Applications will be taken on June 6th, 13th, and 20th for public housing only. Section 8 vouchers are currently leased up. They will be inspecting (2) 3 bedrooms and (2) 4 bedrooms units at Joe Ruffin. This will place the agency at over 260 units online. The agency will be accepting bids for the final 4 units at Joe Ruffin, 4 units at Shannon Homes, and 1 unit at Brownell.

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

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The board discussed next month's meeting date of June 18, 2019. A motion was made by Romero and seconded by Brashear to accept the date of June 18, 2019 for next month's meeting.

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