

MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on April 21, 2020 via Zoom.

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

There were present via Zoom – David Leonard, Vanessa Romero, Janice McIntyre, and Clarissa Adams. Janie Brashear and Clarence Robinson, Jr., was at the housing office. Absent was Frances Daugherty and Robert Thigpen.

A motion was made by Romero and seconded by Brashear to dispense of the reading of the minutes for the March 24, 2020 regular meeting. Roll call vote: Romero – Yes, Brashear – Yes, and Leonard – Yes. Motion carried.

In each monthly packet, the commissioners had the monthly bank statements and check registers for both accounts. The checks were reviewed and signed by Janie Brashear. There were no monthly finance report from HSA.

Pay Request #6 for the 2018 CFP from Hebert Construction is for \$13,410.00. This is the final payment besides the retainage in the amount of \$24,526.00 which will be due in 45 days.

A motion was made by Romero and seconded by Brashear to accept and approve pay request #6 to Hebert Construction in the amount of \$13,410.00 for the 2018 CFP Brashear. Roll call vote: Romero – Yes, Brashear – Yes, and Leonard – Yes. Motion carried. Resolution #1319.

A motion was made by Romero and seconded by Brashear to approve the financial report as presented. Roll call vote: Romero – Yes, Brashear – Yes, and Leonard – Yes. Motion carried.

The monthly vacancy report was given. There are 7 units vacant and 8 names on the waiting list. The application process is currently closed due to COVID 19.

The 2020 HUD Income Limits were included in the packet for review and approval. A motion was made by Romero and seconded by Brashear to accept and approve the FY2020 HUD Income Limits. Roll call vote: Romero – Yes, Brashear – Yes, and Leonard – Yes. Motion carried. Resolution #1320.

Mr. Robinson gave the monthly progress report on the inter-agency work with MCHA. Public housing and Section 8 application process may open up at the beginning of May. Modernization work with Rock Enterprises has been suspended for 30 days due to the contractors coming from the New Orleans area. Police reports have increased due to residents having boyfriends who are not on the lease dwelling at units. A letter was submitted to the tenants in question and further action will be taken after the governor's order is lifted.

Page 2

A motion was made by Romero and seconded by Brashear to accept the director's report as presented. Roll call vote: Romero – Yes, Brashear – Yes, and Leonard – Yes. Motion carried.

The board discussed next month's meeting date of May 19, 2020. A motion was made by Romero and seconded by Brashear to accept the date of May 19, 2020 for next month's meeting. Roll call vote: Romero – Yes, Brashear – Yes, and Leonard – Yes. Motion carried.

There were no questions, discussions, or additions.

A motion was made by Romero and seconded by Brashear to adjourn. Roll call vote: Romero – Yes, Brashear – Yes, and Leonard – Yes. Motion carried.

Meeting adjourned.