

## MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on January 21, 2020 at 4:00 pm at the housing authority office.

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

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

A motion was made by Thigpen and seconded by Brashear to dispense of the reading of the minutes for the December 17, 2019 regular meeting.

In each monthly packet, the commissioners had copies of bank statements and check registers for both accounts. The checks were on the table for review. HSA did not submit any financials due to preparing to close out fiscal year 2019.

There were no pay request today for the modernization project.

A motion was made by Romero and seconded by Brashear to accept the financial report.

The monthly vacancy report was given. There is one unit vacant and 13 names on the waiting list.

The 2020 mileage rate of .575 cents per mile was introduced. A motion was made by Thigpen and seconded by Romero to accept the 2020 mileage rate of .575 cents per mile. Resolution #1311.

Mr. Robinson handed out and reviewed the inter-agency work report with MCHA. They will be taking applications on January 23<sup>rd</sup>, February 6<sup>th</sup>, 13<sup>th</sup> and 20<sup>th</sup>. Mod work is continuing with Rock Enterprises. Currently plumbing items in the bathroom and kitchen are being installed. They are about to move forward with the roofing work in Brownell and Shannon Homes. The 2019 fiscal year audit is currently being completed by Steve McCaskill.

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

The board discussed next month's meeting date of February 18, 2020. A motion was made by Thigpen and seconded by Romero to accept the date of February 18, 2020 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.