

MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on January 19, 2021 at 4:00 pm at the housing authority office.

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

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

Let the record reflect that Mr. Robert Thigpen joined the meeting at Item #7-D.

A motion was made by Romero and seconded by Perez to dispense of the reading of the minutes for the December 15, 2020 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. Mr. Robinson handed out the monthly finance report from HSA for December 2020 and reviewed with the commissioners. A motion was made by Romero and seconded by Perez to accept the financial report as presented.

The monthly vacancy report was given. There are 2 units vacant and 12 names on the waiting list. Our application process is currently closed. We will be taking applications in February.

Two tenants moved out leaving balances on their accounts. One left a balance of \$252.02 and the other a balance of \$228.64. The board went into discussion. A motion was made by Romero and seconded by Perez to write off the balances of \$252.02 and \$228.64. Resolution #1343.

The new mileage rate for 2021 is 56 cents per mile. A motion was made by Romero and seconded by Perez to accept the mileage rate of 56 cents per mile for 2021. Resolution #1344.

Mr. Robinson handed out the monthly progress report on the inter-agency work with MCHA. The agency is currently leased up at 94%. There are 6 units vacant, 6 units on mod, and 4 units on forced account. The agency will be taking public housing applications on February 4, 2021. The MCHA board will be submitting an updated version of the inter-agency agreement. Attorney Duffy has made the necessary changes and the agreement must be reviewed by the BHA board for final approval.

Let the record reflect that Mr. Robert Thigpen is now present for the meeting.

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

Next month's meeting will fall on February 16th, which is Mardi Gras day and the office will be closed. The board went into discussion. A motion was made by Romero and seconded by Thigpen to change the date of the meeting to February 23, 2021.

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There were no questions, discussions or additions.

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