

MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on March 23, 2021 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 at the office David Leonard, Karen Perez, Clarence Robinson, Jr., Janice McIntyre, and Clarissa Adams. Attending the meeting via telephone was Janie Brashear and Vanessa Romero due to street flooding from heavy rains. Mr. Robert Thigpen was absent.

A motion was made by Romero and seconded by Perez to dispense of the reading of the minutes for the February 23, 2021 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 stated that we didn't have any financials from HSA. When he receives them, he would email a copy to the commissioners. A motion was made by Perez and seconded by Brashear to accept the finance report as presented.

The monthly vacancy report was given. There are 2 units vacant and 1 unit down for mod. There are 11 names on the waiting list. The application process is currently closed. We will take applications online in April.

Bids for the 2020 Modernization project was received on March 11th at the Berwick Housing Authority office. There were 3 bids submitted. Copies of the bids and alternate bids were emailed to the commissioners for review. Copies were handed out at the meeting. Bids without the alternate bids were as follows- Del-Con - \$156,500., Hebert Construction - \$209,980., and Rock Enterprise - \$109,800. The board went into discussion. A motion was made by Perez and seconded by Brashear to accept the bid from Rock Enterprise for \$135,295.00, which includes Alternate bids #1 & #2 for the 2020 Mod Project. Resolution #1347.

Mr. Robinson handed out and reviewed the monthly inter-agency report. The agency's lease up is at 96% with 2 vacant units, 7 units under modernization and 2 units on forced account. The application process will open online on April 6th. Section 8 released 19 vouchers on last Tuesday. The families have until May 17th to find a house. The agency update for Berwick and Morgan City housing authorities was presented to the Rotary Club on March 4th. The presentation was an update on the status of the agencies since we signed the inter-agency agreement 7 -1/2 years ago.

An addendum was made to make the following changes to the inter-agency agreement by Attorney Robert Duffy. Mr. Robinson read the addendum to the board. Section 21.4 is added stating after the first year, the MCHA will review their finances and if they have over 5 months of reserves, the service fee will go up \$500 to \$1000 for the second year. The resolution needs to be signed by Chief Leonard, as the

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Chairman for Berwick, then it will go to MCHA for their meeting on Thursday, and if they agree, their Chairman will sign. A motion was made by Perez and seconded by Brashear to approve the addendum to the inter-agency agreement. Resolution #1348.

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

The board discussed next month's meeting date of April 20, 2021. A motion was made by Perez and seconded by Brashear to accept April 20, 2021 for next month's meeting.

There were no questions, discussions, or additions.

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