

MINUTES

The Board of Commissioners of the Berwick Housing Authority met in regular meeting on April 20, 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 David Leonard, Robert Thigpen, Vanessa Romero, Karen Perez, Janie Brashear, Clarence Robinson, Jr., Janice McIntyre and Clarissa Adams.

A motion was made by Thigpen and seconded by Romero to dispense of the reading of the minutes of the March 23, 2021 regular meeting.

The commissioners had in their monthly packets, monthly bank statements and check registers for both accounts. The checks were on the table for review. Mr. Robinson handed out the monthly finances from HSA and reviewed with the commissioners.

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

The monthly vacancy report was given. There is one unit offline for mod and 1 vacant unit. There are 22 names on the waiting list. The online application process is currently closed.

Two tenants moved out and left balances owed. One was for \$70.45 and the other for \$125.46. The board went into discussion. A motion was made by Thigpen and seconded by Brashear to write off the 2 balances left owed. Resolution #1349.

Mr. Robinson handed out the inter-agency report for MCHA and reviewed the information with them. There current lease up is @ 97%. There are 2 vacant units, 7 units on mod, and 2 units on forced account. They will not be taking public housing applications in May due to having a large waiting list. The families that received Section 8 vouchers in March have until May to find units. 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 May 18, 2021. A motion was made by Thigpen and seconded by Brashear to accept the date of May 18, 2021 for next month's meeting.

There were no questions, discussions, or additions.

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