

The regular board meeting of Commissioners of the Morgan City Housing Authority was called to order at **5:46 pm on March 26, 2020 by Chairman Mark Griffin, Jr.** via Facetime. Due to the Coronavirus it has been mandated that a stay at home resolution be put in effect as per Governor Edwards (JBE-2020-33). The agency still had official business to conduct for the month of March, which required the board to meet via teleconference. The noted agenda was submitted to the Daily Review for proper advertisement in the newspaper. See attached also the Certification of Inability to meet Physical Quorum Requirements.

I. Opening prayer lead by Clarence Robinson, Jr.

II. Roll Call

Present

Mark Griffin, Jr.---Present Via Facetime
Thresa Mitchell---Present Via Facetime
Thelma Berry---Present in the Office
Attorney Robert Duffy---Present Via Facetime
Clarence Robinson---Present in the Office

Absent

Mike Girior

III. Approval of Regular Meeting Minutes:

To approve the minutes of Regular Meeting Minutes from February 23, 2020

Motion by: Commissioner Mitchell

Second by: Commissioner Berry

Three (3) Ayes.

Zero (0) Nays.

Motion passed

IV. Old Business

VI. New Business

1.Resolution #2020-238-Resolution for the adoption of special meeting rules of order regarding methods of taking votes during electronic meetings. Attorney Robert Duffy introduced the resolution as it pertained to Governor Edwards resolution (2020-33) ordering the stay away rule due to the Coronavirus. This change would affect the way that we conduct monthly meeting which would require everyone in attendance to be 6ft apart. Due to this measure, it is deemed appropriate to conduct the monthly meeting via teleconference due to the Coronavirus until further notice. Once the notice is lifted, we will return to our normal monthly meeting in the agency board room. Attorney Duffy explained being that we were conducting the

meeting via teleconference, each board member will have to vote via called vote for the record. No additional questions were asked.

Motion by: Commissioner Mitchell
Second by: Commissioner

That the board adopts the special meeting rules of order regarding methods of taking votes during electronic meetings.

Called Vote

Commissioner Griffin-Yes
Commissioner Berry-Yes
Commissioner Mitchell-Yes

2. Resolution #2020-239-Write Off Uncollectable Rent for February 2020-

Mr. Robinson explained to the board that we had two rents that were uncollectable for the month of February in the amount of \$551.97. No other items needed to be discussed on the matter.

Motion by: Commissioner Berry
Second by: Commissioner Mitchell

That the uncollected rent for February in the amount of \$551.97 be written off.

Called Vote

Commissioner Griffin-Yes
Commissioner Berry-Yes
Commissioner Mitchell-Yes

3. Resolution #2020-240-Review and Approval of Payment #5 to Rock Enterprise Construction

Mr. Robinson informed the board that progress was going well with the current work with Rock. The four units at Joe Ruffin should be completed by mid-April and the other four in Shannon Homes maybe completed by the end of April early May. The current work in place looks well. Mr. Robinson informed the board that he had photos of the current work that is in place that was taken by Mr. Firmin inspector.

Motion by: Commissioner Berry
Second by: Commissioner Mitchell

That payment #5 in the amount of \$30,007.50 be pay to Rock Enterprises Construction.

Three (3) Ayes.

Zero (0) Nays.

Motion Passed.

Called Vote

Commissioner Griffin-Yes

Commissioner Berry-Yes

Commissioner Mitchell-Yes

4. Resolution #2020-241 -- Review and Approval of Payment #1- to Rock Enterprise Construction-Hurricane Roofing Project

Mr. Robinson informed the board the all of the noted roofs that needed repairs due to the hurricane last year has finally been completed. We have on unit left which need to be replaced and will be completed when the modernization work is stated at the unit located in Brownell Homes. The project when vey well. Mr. Firmin inspector dud submit photos of the noted work. Chairman Griffin stated that the stated payment on the resolution was \$71,233.50 and the actual submitted pay request was for \$71,233.20. Mr. Robinson stated that he would make the correction when the resolution was submitted to Mr. Griffin to sign off on.

Motion by: Commissioner Mitchell

Second by: Commissioner Berry

That the board approve pay request #1 to Rock Enterprises in the amount of \$71,233.20 for the Hurricane Roofing Project.

Called Vote

Commissioner Griffin-Yes

Commissioner Berry-Yes

Commissioner Mitchell-Yes

5. Resolution #2020-242—Review and Approval of the Agency 2019 Fiscal Year Audit Report

Mr. Robinson informed the board that the agency 2019 fiscal year audit was completed, and we had a good report. He stated that he wanted Mr. McCaskill to participate in the call, but with the possibility of connection problems he didn't contact him. Overall the audit came out well with no findings. The agency came out with an increase for the year. The agency has come a long way being how bad the financial position of the agency was a few years ago. Mr. Robinson stated that we would have to update a few of the agency policies due to rent collection and a few other items due to the present state of changes that are

taking place due to the COVID-19 virus. Mr. Robinson asked Attorney Duffy if he had anything to present to the board due to the pending lawsuit. He stated that due to the current status with the virus the entire case will be pushed back even further in the year.

Motion by: Commissioner Berry

Second by: Commissioner Mitchell

That the agency 2019 Fiscal Year audit be approved as submitted.

Called Vote

Commissioner Griffin-Yes

Commissioner Berry-Yes

Commissioner Mitchell-Yes

VII. Directors Report/Information

1. **Financial Report**----Mr. Robinson went over the financials for the month February 2020 that was submitted by HSA. Public Housing had a total income of \$123,911.66 for the month with expenses come in at \$107,596.55. For the month we had a profit of \$16,315.11 Reserves at the start of Oct. 2019 was at \$411,452.31 as of Feb. 2020 the reserves are at \$480,482.73.

Section 8 Report----The Section 8 program HAP fees earned was in the amount of \$22,765.00 with the expenses coming in at \$23,859.00. We had a lost of (\$1094.00). for the year are reserves are at \$3319.62.

2. **Public Housing Lease Up Report**

Mr. Robinson presented the attached public housing report. (See enclosed report).

3. **Section 8 Report**

Mr. Robinson presented the Section 8 Report. (See enclosed Section 8 Report).

4. **Coronavirus Report**---Mr. Robinson informed the board that he had submitted a letter to the each of the board members and the residents of the agency as it related to the current changes in the day to day operations. Also, Mayor Grizzaffi had been informed of the changes due to one of our residents contacting him stating that we would be evicting her due to nonpayment of rent for March. He understood that changes that we had to make and he said if we needed anything to let him know. Mr. Robinson stated that we would be using our website, text messaging and Facebook to stay in contact with the residents on our current status due to the virus. Finally, Mr. Robinson stated that all late fee for the month of April will be waived. When other changes come about, he will inform the board.

Approval for the Directors Report/Information
Motion by: Commissioner Berry
Second by: Commissioner

Called Vote

Commissioner Griffin-Yes
Commissioner Berry-Yes
Commissioner Mitchell-Yes

VIII.Adjournment

It was motioned by Ms. Mitchell and 2nd by Ms. Berry that the meeting be adjourned. Motion passed

Called Vote

Commissioner Griffin-Yes
Commissioner Berry-Yes
Commissioner Mitchell-Yes