

The regular board meeting of Commissioners of the Morgan City Housing Authority was called to order at 5:05pm on July 23rd 2020 by Chairman Mark Griffin, Jr.

I. Opening prayer by all in attendance

II. Roll Call

Present

Mark Griffin, Jr.

Theresa Mitchell

Thelma Berry

Mike Girior

Attorney Robert Duffy

Clarence Robinson

Kimberly Howard---Staff

Dongelle Drexler---Staff

Jermaine Thompson---Staff

III. Approval of Regular Meeting Minutes:

To approve the minutes of Regular Meeting Minutes from June 25th 2020

Motion by: Commissioner Mitchell

Second by: Commissioner Berry

Four (4) Ayes.

Zero (0) Nays.

Motion passed

IV. Old Business None

VI. New Business

1.Resolution #2020-254-Write-Off of Uncollected rent for the month of June 2020.

Mr. Robinson submitted to the board a copy of (6) write-off's for the month of June 2020 in the amount of \$2136.02.

Motion by: Commissioner Mitchell

Second by: Commissioner Berry

That the amount of \$2136.02 be written off for the month of June 2020

Four (4) Ayes.

Zero (0) Nays.

Motion Passed.

2. Resolution #2020-255-Approval of Payment #8 to Rock Enterprise Const. for the 2018 Modernization Project.

Mr. Robinson informed the board that Rock Enterprise did not submit payment #8 due to being about two weeks out with completing the final (5) units on the current project. The only item that must be completed is the exterior work. The cement work and siding repair is not completed due to the rain this past week. Mr. Firmin also submitted a letter stating the current status of the project requesting the board to approve the substantial completion. Attorney Duffy advised the board not to approve the pay request due to not having the proper invoice and other documents to approve the request.

Motion by: Commissioner Mitchell
Second by: Commissioner Girior

It was motion and 2nd that board table pay request #8 until all documents are submitted.

Four (4) Ayes.

Zero (0) Nays.

Motion Passed.

VII. Directors Report/Information

1. **Financial Report**---Mr. Robinson went over the financials for the month June 2020 that was submitted by HSA. For the month of June the agency had a total income of \$169,674.73. This was due in part to our use of the COVID funds for reimbursement of payroll for the month of April and May. Also, our operating subsidy increased due to our lease up numbers compared to last year. Our expenses were \$126,091.32 with the agency having a surplus of \$43,583.41.

Mr. Robinson also submitted a copy of the intergovernmental agreement that Attorney Duffy had drawn up for the agency Piggy back website between the Berwick Housing Authority and the Morgan City Housing Authority. It was approved at the June board meeting, but Attorney Duffy stated that we just needed additional language to cover this endeavor just in case if the HUD office asked for additional documentation.**

The Section 8 report was reviewed in detail also. The total HAP received was \$24,336.00 Total HAP expense was \$26,725.46. For the month of June we had a loss of (\$1167.47). We currently have an operating loss of (\$4979.76).

(See attached financials report).

2. Public Housing

Kimberly Howard presented the Public Housing Report for the month of July. (See attached reports).

2. Section 8 Report

Ms. Drexler reviewed the Section 8 report with actual lease up for the month of July. (See enclosed Section 8 Report).

3. Coronavirus Update

Mr. Robinson informed the board that a number of residents have now contracted the virus since the Governor Stay at Home policy was lifted. We also had a number of residents move out after the change in policy. Our office and procedures have now changed again due to the issues with the office not being open to day to day walk-ins. The maintenance staff will only make repairs to units that may require major repairs. Once the numbers decrease we will move forward with connecting as needed with the residents face to face. Mr. Robinson also informed the board that we would be connecting the current websites with the online application process to keep the waiting list up to date. When the website is completed we will transfer the application platform to the new accounts. Also, he informed the board that he has a policy for the staff members who may test positive for the COVID-19 virus that will be submitted to Civil Service.

Approval for the Directors Report/Information

Motion by: Commissioner Mitchell

Second by: Commissioner Berry

Four (4) Ayes.

Zero (0) Nays.

Motion passed

VIII. Adjournment

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