

The regular board meeting of Commissioners of the Morgan City Housing Authority was called to order at 5:02 pm on June 24, 2021 by Chairman Mark Griffin, Jr.

I. Opening prayer by all in attendance

II. Roll Call

Present

Mark Griffin

Theresa Mitchell

Thelma Berry

Clarence Robinson, Jr.

Dongelle Drexler---Staff

Kimberly Howard—Staff

Jermaine Thompson

Absent

Attorney Robert Duffy

Mike Girior

III. Approval of Regular Meeting Minutes:

To approve the minutes of Regular Meeting Minutes from May 27, 2021

Motion by: Commissioner Mitchell

Second by: Commissioner Berry

Three (3) Ayes.

Zero (0) Nays.

Motion passed

IV. Old Business None

V. New Business

1. Resolution #2021-284- Write-Off Uncollectable Rent-May 2021

Mr. Robinson informed the board that they had two previous tenant rental payments that needed to be written off for the month of May in the amount of \$334.20. The board reviewed the documents and moved forward with writing off the stated amount.

Motion by: Commissioner Berry

Second by: Commissioner Mitchell

That the write off the uncollectable rent in the amount of \$334.20 for the month of May 2021.

Three (3) Ayes.

Zero (0) Nays.

Motion Passed.

2. Resolution #2021-285-Review and Approval Final Payment to Rock Enterprises Construction-2019 Mod. Project.

Mr. Robinson informed the board that the noted project with Rock Construction is now 100% completed. The agency has on hold for Rock Enterprise a total of \$9,004.50 that must now be paid. Mr. Robinson stated that everything is now in place and all the noted units are occupied. The board didn't have any additional questions.

Motion by: Commissioner Mitchell

Second by: Commissioner Berry

That the board approve the final payment to Rock Enterprises in the amount of \$9,004.50.

Three (3) Ayes.

Zero (0) Nays.

Motion Passed.

3. Resolution #2021-286-Review and Approval of the agency 2020 Fiscal Year Audit

Mr. Robinson review the 2020 audit report that was submitted by Danny McCaskill Accounting Firm. Mr. Robinson stated that the agency didn't have no finding for the noted fiscal year audit. The agency had a total income of \$2,877,703.00 with expenses coming in at \$1,714,346.00. We finished the year with a total income of \$462,035.00. The board was able to review pages 33-37 of the submitted report which includes Mr. McCaskill full statement of the audit. No additional questions. (The noted audit report will be posted on the agency website).

Motion by: Commissioner Mitchell

Second by: Commissioner Berry

That the board approve the 2020 Audit Report submitted by Danny McCaskill Accounting Firm

Three (3) Ayes.

Zero (0) Nays.

Motion Passed.

4. Resolution #2021-287- Approval to Write Off Annotated Property for the Agency

Mr. Robinson informed the board that we have (7) Refrigerators and (7) Stoves that must be written off due to not operating anymore. The list of the model and serial numbers was presented to the board and also photos of each of the appliances in question. Chairman Griffin asked if we additional appliance on order due to the issue with receiving items due to the pandemic. Mr. Robinson stated that the orders have already been received for our inventory and is in storage in the community center.

That the board approve to write off (7) Refrigerators and (7) Stoves

5. Three (3) Ayes.

Zero (0) Nays.

Motion Passed. Resolution #2021-

288-Review and Approval of the Section 8 Utility Allowance

Mr. Robinson went over the submitted utility allowance schedule that was completed by The Nelrod Company as it is required by HUD to have a utility study completed every year for the

Section 8 program. If the utility schedule increase by 10% the agency would have to adopt the new amount submitted in the report. As of May 2021, the utility rates did increase by 10% which cause the agency to adopt the noted report. Mr. Robinson went over the 4 noted schedules that need to be approved.

Motion by: Commissioner Berry
Second by: Commissioner Mitchell

That the board approve the Section 8 2021 Utility Allowance

Three (3) Ayes. Zero (0) Nays. Motion Passed.

6. Resolution #2021-289-Review and Approval the Contract for the Roofing Project in Brownell Home 5

Mr. Robinson informed the board that we received proposal for the reroofing project in Brownell Homes 5. A total of (3) contractors submitted proposals for the noted project: Del-Con, Hebert Construction and Rock Enterprises. Hebert Construction came in with the lowest proposal at \$125,950.00 A detail report with was submitted by Firmin and Laiche Architects noting the report. The board reviewed the document and moved forward with the selection of Hebert Construction of Morgan City.

Motion by: Commissioner Mitchell
Second by: Commissioner Berry

That the board approve Hebert Construction of Morgan City for the Brownell Homes roofing project in the amount of \$125,950.00.

Three (3) Ayes. Zero (0) Nays. Motion Passed.

VI. Directors Report/Information

1. **Financial Report**----Mr. Robinson went over the May 2021 financials that was submitted by HSA.

2. **.Public Housing**

Ms. Kimberly Howard presented the Public Housing Report for the month of June 2021. (See attached reports).

3. **Section 8 Report**

Ms. Drexler reviewed the Section 8 report with actual lease up for the month of June 2021 and the current waiting list per bedroom size. (See the attached Section 8 Report).

4. **Coronavirus Update**---Mr. Robinson informed the boards that the La. Department of Health did complete the second administration of COVID-19 shots on Tuesday, June 22, 2021. Only two of the 20 individuals who was administered shots returned for the 2nd shot. Mr. Robinson stated that he will continue to get information to the residents about COVID-19 preventative measures.

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

Three (3) Ayes. Zero (0) Nays. Motion passed

That the board approve the Directors Report and Information.

VIII. Adjournment

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