

The regular board meeting of Commissioners of the Morgan City Housing Authority was called to order at 5:00 pm on March 25, 2021 by Chairman Mark Griffin, Jr.

I. Opening prayer by all in attendance

II. Roll Call

Present

Mark Griffin

Theresa Mitchell

Mike Girior

Thelma Berry

Attorney Robert Duffy

Clarence Robinson, Jr.

Dongelle Drexler---Staff

Kimberly Howard—Staff

III. Approval of Regular Meeting Minutes:

To approve the minutes of Regular Meeting Minutes from January 21, 2021

Motion by: Commissioner Berry

Second by: Commissioner Girior

Four (4) Ayes.

Zero (0) Nays.

Motion passed

IV. Old Business ---Resolution #2021-272-Review and Approval of Payment #6 to Rock Enterprise and Construction for the 2019 Modernization Project in the amount the amount of \$12,863.70. Mr. Robinson informed the board that the noted pay request was in order being that Rock was down to the last two units in the current contract. The two units will be completed by the first week of April.

Motion by: Commissioner Berry
Second by: Commissioner Girior

That the board approve payment #6 in the amount of \$12,863.70 to Rock Enterprises.

Four (4) Ayes. Zero (0) Nays. Motion Passed.

VI. New Business

1. Resolution #2021-276- Write off Uncollectable Rent for January and February 2021

The board reviewed the submitted rents that needed to be written off for the month of January and February 2021 due to not having a board meeting in the month of February. The total submitted was for **\$1216.28** (See the attached list of write-offs).

Motion by: Commissioner Girior
Second by: Commissioner Mitchell

That the board writes off the total of \$1216.28 for January and February uncollectable rent.

Four (4) Ayes. Zero (0) Nays. Motion Passed.

2. Resolution #2021-277- Review and Approval of Payment to Firmin and Laiche Architects, ltd for the 2019 Modernization Program.

Mr. Robinson stated that Mr. Firmin needed to be paid for the noted work for the 2019 CFP Program. The noted work invoice is attached for review.

Motion by: Commissioner Mitchell
Second by: Commissioner Girior

That the board approve payment to Firmin and Laiche Architects, ltd in the amount of \$36,240.00 for the 2019 CFP Modernization Program.

Four (4) Ayes. Zero (0) Nays. Motion Passed.

2. **Resolution #2021-278-Addendum to Interagency Management**

Agreement between Morgan City and Berwick Housing Authority.

Attorney Robert Duffy explained to the board that the noted addendum was being presented back to the MCHA board due the BHA requesting an additional amount in payment for the monthly services between the two agencies. The original amount was for \$500 the agency fee. The BHA requested that after the 1st year the agency will review the MD and A Report submitted by the agency Fee Accountant and if the MCHA has over 5 months of operating subsidy on hand, the fee will increase to \$1000 per month. Mr. Robinson stated that he has received the MD and A report for 2020 and the numbers came in above the 5 months on hand amount and will send a copy of the report to the commissioners. No other discussion was held.

Motion by: Commissioner Mitchell

Second by: Commissioner Berry

That the board approves the addendum to increase the consultant fee from \$500 to \$1000 only if the agency has over 5 months of operating subsidy on hand that will be noted in the MD and A (Management Discussion and Analyst) Report.

Roll Call Vote:

- ✓ Commissioner Griffin
- ✓ Commissioner Mitchell
- ✓ Commissioner Berry
- ✓ Commissioner Girior

Four (4) Ayes.

Zero (0) Nays.

Motion Passed.

VII. Directors Report/Information

1. **Financial Report**----Mr. Robinson went over the January Financial Report that was submitted by HAS. He stated he wanted to go over the January finances being that we didn't have a meeting in the month of February. The Section 8 report was also reviewed in detail for the month of January as well. (See the attached financial report).

2. Public Housing

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

3. Section 8 Report

Ms. Drexler reviewed the Section 8 report with actual lease up for the month of March 2021. Ms. Drexler informed the board that the program issued out 19 vouchers for the program. The families will have until May 2021 to find a home in the Morgan City area only (See enclosed Section 8 Report).

4. Coronavirus Update

Mr. Robinson informed the board that the agency sent out notifications to all the residents and place a flyer on Facebook informing them that COVID-19 shots will be administered in Siracusaville on Saturday, March 27th from 9am to 2pm.

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