

The regular board meeting of Commissioners of the Morgan City Housing Authority was called to order at 4:01 pm on Thursday, April 27, 2023 by Commissioner Mark Griffin. at the MLK Center Board Room.

I. Opening prayer by all in attendance

II. Roll Call

**Present**

Mark Griffin, Jr.  
Lettia Griffin  
Mike Girior  
Attorney Robert Duffy  
Clarence Robinson, Jr.  
Kimberly Howard  
Dongelle Drexler  
Jermaine Thompson

**Absent**

Tim Matthews

**Approval of Regular Meeting Minutes:**

To approve the Regular Meeting Minutes from March 23, 2023

**Motion by: Commissioner Girior**

**Second by: Commissioner L Griffin**

**III. Old Business-None**

**IV. New Business**

**1. Resolution #2023-368-Review and Approval to Write off Uncollectable Rent-February 2023**

Mr. Robinson informed the board that the agency had two previous residents' uncollectable rents that needed to be written off due to evictions. The residents have been placed in the HUD EIV system due to eviction and the deposits have been forfeited. Total amount to be written off is \$733.29.

**Motion by: Commissioner L. Griffin**

**Second by: Commissioner Girior**

**That the board approve to write off \$733.29 for uncollectable rent for the month of February 2023**

**Call vote**

**Commissioner M. Griffin**

**Commissioner M. Giror**

**Commissioner L. Griffin**

**(Motion Passed)**

**2. Resolution #2022-369- Review and Approving Asset Disposition of Annotated Assets for the MCHA**

Mr. Robinson stated that the agency had (5) refrigerators and (5) stoves that needed to be written off due to normal wear and tear. The items also could not be repaired. The cost for parts would cost nearly the amount of buying new appliance.

**Motion by: Commissioner Girior  
Second by: Commissioner L. Griffin**

**That the board approve to write off the (5) refrigerators and (5) stoves**

**Call vote**

**Commissioner M. Griffin**

**Commissioner M. Giror**

**Commissioner L. Griffin**

**(Motion Passed)**

**3. Resolution #2023-370-Rewiew and Approval of Payment #3-Roof Replacement Project-Hebert's Construction.**

Mr. Robinson informed the board that payment #3 was submitted by Hebert's Construction for the roof replacement project that is currently taking place at all 3 locations. Jacquet site has been completed 100%. Work is currently being completed at Shannon Homes. Work should be nearly completed at all locations by the next agency board meeting in May. The contractor did have to make some changes to dryer vents that was vented through the roofs at some of the units in Jacquet. Payment today is in the amount of \$90,000.00.

**Motion by: Commissioner L. Griffin  
Second by: Commissioner Girior**

**That the board approve payment #3 to Hebert's Construction for the Roof Replacement Project in the amount of \$90,000.00**

**Call vote**

**Commissioner M. Griffin**

**Commissioner M. Giror**

**Commissioner L. Griffin**

**(Motion Passed)**

**4. Resolution #20223-371-Review and Approval to Update the current contract with Attorney Robert Duffy.**

Attorney Duffy stated that he had submitted a request for his hourly amount change due to him now being the only Attorney at the firm since his father Mr. Allen McElroy retired. Also, Attorney Duffy has been serving the MCHA since 2013 since no Attorney responded to advertisement when the agency had the OIG and Legislative Audit being completed due to mismanagement of funds by the past Executive Director and three of the office staff members. The current hourly rate has been the same since the initial contract was signed. Attorney Duffy is requesting to have his hourly rate

change from \$225 to \$325 an hour and with a \$100 fee per hour for his legal assistant. (See the attached contract). Chairman Griffin stated that Attorney Duffy has been a great assistance to the agency since he has been on the board and he is due that submitted adjustment to his contract. Mr. Robinson stated that he would not have taken the position without the proper legal assistance due to the serious nature of the ongoing investigation of the agency.

**Motion by: Commissioner Girior**  
**Second by: Commissioner L. Griffin**

**That the board approve the Amended contract submitted by Attorney Robert Duffy.**

**Call vote**

**Commissioner M. Griffin**

**Commissioner M. Giror**

**Commissioner L. Griffin**

**(Motion Passed)**

**5. Resolution #2023-372-Review and Approval of final retainage payment to DEL-CON, LLC.**

Mr. Robinson stated that the 45-day period for the retainage payment to DEL-CON has come up for close-out for the generator project located at the main office in Brownell Homes. The generator is functioning properly and will be a great assistance to the agency in the time of major hurricane or any other major weather condition. Retainage is in the amount of \$10,500.00

**Motion by: Commissioner Girior**  
**Second by: Commissioner Matthews**

**That the board approve the final retainage payment in the amount of \$10,500.00 to DEL-CON, LLC.**

**Call vote**

**Commissioner M. Griffin**

**Commissioner M. Giror**

**Commissioner L. Griffin**

**(Motion Passed)**

**6. Resolution #2023-373-Rewiew and Approval of Payment #4-Rock Enterprises Contruction-2020 Modernization Project.**

Mr. Robinson informed the board that payment #4 was submitted by Rock for current work that is being completed on (6) units in Brownell Homes. Work is now moving again due to the contractor having a number of employees having home damaged during Hurricane Ida. We should have (2) back in possession by the May 2023 meeting. The payment request today is for \$50,700.00.

**Motion by: Commissioner L. Griffin**  
**Second by: Commissioner Girior**

**That the board approve payment #4 to Rock Enterprise Construction for the 2020 Modernization project in the amount of \$50,700.00.**

**Call vote**

**Commissioner M. Griffin**

**Commissioner M. Giror**

**Commissioner L. Griffin**

**(Motion Passed)**

**Directors Report/Information**

**Financial Report**----Mr. Robinson went over the March 2023 financials submitted by HSA. The agency had a total income of **\$155,682.90** with expenses coming in at **\$177,169.64** The agency had a loss for the month in the amount of **(\$21,486.21)**. Year to day we are still at a positive of **\$31,626.00**

The agency paid out \$ 26,783.00 for HAP expenses for the month of March. The Section 8 HAP reserves are currently at \$ 1,750.99 with administrative reserves at \$24,546.00.

**2. Public Housing**

Ms. Howard presented the Public Housing Report for the month of April 2023. **Total units leased for the month of April 2023 is 282 out a total of 293 unit. Total lease up is at 96%.**

- 58 Families on the active waiting list.
- (See attached reports)

**3. Section 8 Report**

Mr. Robinson reviewed the Section 8 report with actual lease up for the month of April 2023.

- A Total of 53 families receiving Section 8 voucher assistance for the month of April 2023
- 15 families on the current Section 8 waiting list

Commissioner Girior asked since the office and maintenance staff have been working so hard to keep the lease up numbers consistent and the agency overall in good condition, when would the staff be receiving a bonus or raise. Mr. Robinson stated that the employees can only receive their raise as per Civil Service performance adjustments, but last month he was able to submit documents to the State Senate to have the MCHA removed from Civil Service due to the staff employees not being able to receive the proper pay raises compared to the market rates that are currently being paid. Mr. Robinson stated that he will have more information for the May board meeting being that submitted request is still currently in the house of representatives.

**Motion by: Commissioner Girior**

**Second by: Commissioner L. Griffin**

**That the board approve the Directors Report and Information**

**Call vote**

**Commissioner M. Griffin**

**Commissioner M. Giror**

**Commissioner L. Griffin**

**(Motion Passed)**

**V. Adjournment**

**It was motioned by Commissioner L. Griffin and 2<sup>nd</sup> by Commissioner Giror that the meeting be adjourned.**

**Call vote**

**Commissioner M. Griffin**

**Commissioner M. Giror**

**Commissioner L. Griffin**

**Motion Passed**