

The regular board meeting of Commissioners of the Morgan City Housing Authority was called to order at 4:01 pm on Thursday, March 23, 2023 by Commissioner Lettia Griffin. at the MLK Center Board Room.

I. Opening prayer by all in attendance

II. Roll Call

**Present**

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

**Absent**

Mark Griffin, Jr.

**Approval of Regular Meeting Minutes:**

To approve the Regular Meeting Minutes from February 23, 2023

**Motion by: Commissioner Girior**

**Second by: Commissioner Matthews**

III. Old Business-None

IV. New Business

\*\*\*\*The first resolution (#2023-363) was placed last under new business  
Waiting to connect with Mr. Tom Carr of APRIO\*\*\*\*

**1. Resolution #2023-364-Review and Approval of Payment #1 to Hebert Construction 2022 Roof Replacement Project**

Mr. Robinson informed the board that payment #1 was submitted by Hebert Construction for the 2022 Roofing Project. The pay request for \$151,200.00 was for the roofing material that was ordered for the entire project.

**Motion by: Commissioner Girior**

**Second by: Commissioner Matthews**

**That the board approve payment #1 to Hebert's Construction in the amount of \$151,200.00 for the material that has been purchased for the 2022 Roofing Project.**

**(Motion Passed)**

**2. Resolution #2022-365- Review and Approval of payment #2 to Hebert's Construction for the 2022 Roofing Project.**

Mr. Robinson stated that payment #2 was submitted by Hebert's Construction due to the amount of work that has already been completed by the roofing contractors. Progress photos was submitted by Firmin and shared with the board. The first location that is at 60% completion is Jacquet Development. The pay request amount is in the amount of \$63,000.00 (See the attached pay request and progress photos).

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

**That the board approve payment #2 in the amount of \$63,000.00 to Hebert's Construction.**

**(Motion Passed)**

**3. Resolution #2023-366-Adoption of the 2023 Section 8 Utility Allowance submitted by NELROD**

Mr. Robinson informed the board that the study was completed for the Section 8 Utility allowances for 2023. As per HUD rules a utility study must be conducted to determine the correct utility allowances that must be used to determine the Section 8 residents utility portions. If the amount changes more than 10% the updated numbers must be approved. As of the date that the study, the electricity had increased by 31% and the trash amount by 16%.

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

**That the board adopt the 2023 Utility Allowances Study that was completed by NELROD for the Section 8 Program**

**(Motion Passed)**

**4. Resolution #20223-367-Review and Approval for payment to Firmin Architects, LTD for the 2020 Modernization Project**

Mr. Robinson informed the board that Mr. Firmin had submitted his pay request for the design development, bid documents for the newspaper, Construction administration and the Printing of the plans for the agency current project with Rock Enterprises. Attorney Duffy asked the question if we were informed that Mr. Firmin company is no longer represented by Mr. Laiche being that it was noted on the resolution. Mr. Robinson stated that he had just received the updated name change from Mr. Firmin in the mail and had made the change for the printing of future payments and documents submitted to his office. The current check is made out to Firmin Architects, LTD. The pay request is in the amount of \$48,000.00

**Motion by: Commissioner Girior  
Second by: Commissioner Mitchell**

**That the board approve the payment to Firmin Architects in the amount of \$48,000.00.  
(Motion Passed)**

**5. Resolution #2023-363-Review and Approval of the Oct. 2021-Sept. 2022 Fiscal Year Audit Presented by Mr. Tom Carr of APRIO.**

Mr. Robinson introduced Mr. Tom Carr who was presenting via video conference to the board members of the agency. Mr. Carr informed the board that due to COVID protocols being in place on the last year fiscal year audit, the State of LA. didn't conduct a full review of the Statewide Agreed Upon Procedures. This year all of the procedures were reviewed. The MCHA did not have any findings in this reported area. For the total operation of the agency, the agency had a income loss of (\$30,081) , but after adjustments the agency had a net increase after adjustments of \$456,816.00. Mr Carr stated to the board that his firm conduct over 294 public housing audits and it is very rare to have an agency not to have any findings on its annual audit. He stated that the board should be very proud of the operation of the MCHA. The noted report is posted on the State La. Legis. Auditor website and will be posted on the agency website.

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

**That the board approve the agency submitted Oct. 2021-Sept. 2022 fiscal year audit presented by Mr. Tom Carr of APRIO.**

**(Motion Passed)**

**Directors Report/Information**

**Financial Report**----Mr. Robinson went over the February 2023 financials submitted by HSA. The agency had a total income of \$157,981.78 with expenses coming in at \$170,202.02 The agency had a loss for the month in the amount of (\$12,220.24). Year to day we are still at a positive of \$53,112.75.

The agency paid out \$27,367 for HAP expenses for the month of February. The Section 8 HAP reserves are currently at \$1645.98 with administrative reserves at \$23,575.18.

**2. Public Housing**

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

- 42 Families on the active waiting list.

**3. Section 8 Report**

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

- A Total of 54 families receiving Section 8 voucher assistance for the month of March 2023

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

**(Motion Passed)**

**V. Adjournment**

**It was motioned by Commissioner Matthews and 2<sup>nd</sup> by Commissioner Girior that the meeting be adjourned.**

**Motion Passed**