

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 5:00 p.m. on Tuesday, February 20, 2018 at the office of the South Pittsburg Housing Authority.

Chairman Bill Lawrence chaired the Board, conducted roll call and called the meeting to order with the following members present:

Bill Lawrence, Chairperson
Jane Pellam, Vice Chairperson
Tim Hudson; Commissioner (absent)
Shannon Duggar; Commissioner (absent)
Mary Faye Payne, Commissioner

Also present was Executive Director, Lisa Bradford and Attorney's Jerry Bible and Sarah Willis.

The Chairman declared a quorum present and the meeting was open for business.

Vice Chairperson Jane Pellam made a motion to approve the board agenda for the February 20, 2018 meeting. The motion was seconded by Commissioner Mary Faye Payne. All were in favor of approving the board agenda and the motion carried.

Chairman Bill Lawrence made a motion to approve the January meeting minutes with an amendment of those minutes based on a change requested by Commissioner Mary Faye Payne. The motion was seconded by Commissioner Mary Faye Payne. All were in favor of approving the January minutes with the requested amendment and the motion carried.

Vice Chairperson Jane Pellam made a motion to approve the January financials. The motion was seconded by Commissioner Mary Faye Payne. Chairman Bill Lawrence stated that after the discussion about the accounting firm, SACS, not providing the financials to the board, they did in fact send those via email this month. All were in favor of approving the January financials and the motion carried.

Old Business:

Under Old Business was the discussion about the Property Use Agreement/Management Agreement. Attorney Sarah Willis stated that she had provided the City's Attorney with a copy of the new lease agreement early last week. Neither the Attorney's nor the SPHA Office had heard anything at this point. Mrs. Willis stated that she would follow up to see if the City's Attorney had approved and/or had any suggestions and that if that agreement had been forwarded to the City Commission.

The last item under Old Business was the discussion of January Special Called Minutes. There was a discussion about the meeting being posted and that we believed that since both meeting and workshops were to be posted, that the SPHA board would consider the Meeting to be a workshop with the Attorneys. There would be no need for minutes to go on the record.

New Business:

The first item under new business was approval from the board, in an emergency situation, to allow Lisa Bradford, through legal to use the Attorney's Escrow account to file detainers and/or writ of possessions in the event that two Commissioners are not available to sign a check for that and the amount would be billed by the Attorney's on their monthly statement. Vice Chairman Jane Pellam made a motion to approve the use of the Attorney's Escrow account in an Emergency situation and the Attorney's bill that on their monthly statement, if necessary. The motion was seconded by Commissioner Mary Faye Payne. All were in favor- Aye and the motion was passed.

The next item under new business was a request from Lisa Bradford to close the 2 bedroom waiting list. Mrs. Bradford provided the board with a copy of the 2 bedroom waiting list, showing the board that there are 51 people on the 2 bedroom list and that it would likely take over 2 years to house all of the applicants on that list. Mrs. Bradford also stated that there are at least 30 on that list that will be housed based on the first preference for admission and that once all of those are housed, the 2 bedroom waiting list will be reopened. Vice Chairperson Jane Pellam made a motion for Lisa Bradford to close the 2 bedroom waiting list. The motion was seconded by Chairman Bill Lawrence. All were in favor of closing the 2 bedroom waiting list-Aye and the motion was so ordered.

The last item under new business was for the approval of Resolution 951: Grant Approval. Resolution 951 reads as follows:

Resolution 951

WHEREAS, The South Pittsburg Housing Authority (SPHA) is currently in urgent need of stabilizing 1205-1207 Hamilton Avenue at Development TN037-002. The damage is severe enough that these two apartments cannot be occupied,

WHEREAS, due to limited Reserve Funds and expended Capital Fund Grants, these improvements are dependent upon the SPHA securing a U.S. Department of Housing and Urban Development (HUD) Emergency Capital Fund Grant,

WHEREAS, the DPHA desires to submit a formal application to the Nashville HUD Field Office and HUD Headquarters to obtain the required Emergency Capital Fund Grant funds for making the necessary improvements,

NOW THEREFORE, be it resolved by the Board of Commissioners of the SPHA that the Executive Director is hereby authorized to execute the required documents as necessary to submit an application to HUD for Emergency Capital Fund Grant.

Lisa Bradford explained to the board that there was severe damage to the duplex 1205 and 1207 Hamilton Avenue caused by erosion. Lisa Bradford stated that this apartment had been looked at by two of the HUD officials from Washington and they agreed that an Emergency Grant should be done in order to repair these two units. Mrs. Bradford also stated that there were tenants living in one side of the apartment and that they had to be moved due to the apartment being a safety issue. The total request of the grant was over \$1000,000 and that the SPHA would not be able to afford those repairs if it weren't for the grant. Commissioner Mary Faye Payne made a motion to adopt Resolution 951: Grant Application. The motion was seconded by Chairman Bill Lawrence. All were in favor-Aye and Resolution 951 is now adopted.

Commission Reports, Comments, Questions:

Lisa Bradford asked for approval to attend the Quarterly ED Meeting in Murfreesboro in March. The board approved that travel.

Lisa Bradford wanted to make sure that the board was also in approval of the SPHA Office staff, as well as the Maintenance staff, working on Friday; April 27th and Sunday; April 29th for the decoration committee of the National Cornbread Festival. Vice Chairman Jane Pellam thought that it was a good civic service for the SPHA to work for that event. The board approved the SPHA staff working the festival.

Lastly, Lisa Bradford wanted to notify the board that the SPHA sponsored a Smoking Cessation class at the Senior Activity Center on February 8th and that the SPHA worked in conjunction with the interact clubs from the county schools, as well as the Health Department, to put together a very informative class. Lisa Bradford that she was very disappointed with the turn out only having four tenants show up for the class. Three of those tenants were from Chester Powell and one from Public Housing. Lisa Bradford also stated that she had spoken with Joyce Clem, from the Hamilton County Health Department and that the SPHA would be willing to provide the facility for any smoking cessation classes that they would like to hold here at the Senior Activity Center.

Adjournment:

After no further business to be brought before the board, Vice Chairman Jane Pellam made a motion to adjourn the meeting. The motion was seconded by Chairman. All were in favor-Aye and we stand adjourned.

Respectfully Submitted:

_____ (Secretary)

Approved by:

_____ (Chairman)