

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 5:30 p.m. on Tuesday, March 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  
Shannon Duggar; Commissioner (absent)  
Mary Faye Payne, Commissioner

Also present was Executive Director, Lisa Bradford, Attorney's Jerry Bible and Sarah Willis, Mayor Virgil Holder and Chief of Police Wayne Jordan.

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 March 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.

Vice Chairperson Jane Pellam made a motion to approve the February meeting minutes. The motion was seconded by Commissioner Mary Faye Payne. All were in favor of approving the February minutes with the requested amendment and the motion carried.

Vice Chairperson Jane Pellam made a motion to approve the February financials. The motion was seconded by Commissioner Tim Hudson. All were in favor of approving the February financials and the motion carried.

### **Old Business:**

Under Old Business was the discussion about the Lease Agreement with the City of South Pittsburg. Mayor Virgil Holder stated that at the last City of SP meeting that the lease agreement was denied and it was requested that the lease agreement be separated into two different agreements. Further discussion will be taken up in a discussion with legal counsel.

### **New Business:**

The first item under new business was recommendation of Executive Director Lisa Bradford for the Insurance Carrier after the receipt of the RFP for a three year contract. Lisa Bradford recommended that the SPHA remain with TNRMT due to such a significant savings from the second quote by TML Pool and THARMT (A.J. Gallagher).

Commissioner Tim Hudson made a motion to accept the ED recommendation of TNRMT. The motion was seconded by Commissioner Mary Faye Payne. All were in favor and the motion carried.

The second item under new business was recommendation of Executive Director Lisa Bradford for Independent Audit Services after receipt of the RFP for a three year contract. Lisa Bradford recommended that the SPHA retain Johnson, Hickey, and Murchison to perform these audit services. Commissioner Jane Pellam made a motion to accept the ED recommendation of Johnson, Hickey, and Murchison for Audit Services. The motion was seconded by Commissioner Mary Faye Payne. All were in favor and the motion carried.

**Commission Reports, Comments, Questions:**

Lisa Bradford stated that the SPHA and the Hamilton County Health Department are working together to offer a Smoking Cessation class for all public housing residents, as well as Elderly. It is an 8 week program that will begin in April and will be free of charge to all residents.

Lisa Bradford discussed procuring Elderly projects at this point, while not working directly under an Elderly board. It was discussed and determined that all projects, unless Emergency should hold off until Mayor Virgil Holder can get some answers regarding the Elderly board.

Lastly, Mrs. Bradford stated that Chief Wayne Jordan and the SPHA are working closely together on the waiting list to determine any criminal activity that the SPHA should be aware of before admission, as well as the criminal trespass/ban list.

**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 Commissioner Mary Faye Payne. All were in favor-Aye and we stand adjourned.

Respectfully Submitted:

\_\_\_\_\_ (Secretary)

Approved by:

\_\_\_\_\_ (Chairman)