

South Pittsburg Housing Authority

August 20, 2018

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 5:00 p.m. on Monday, August 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, Attorneys Jerry Bible and Sarah Willis, PHM Jessica Kelley and Chief of Police Wayne Jordan.

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

Vice Chairman Jane Pellam made a motion to approve the board agenda for the August 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 Chairman Jane Pellam made a motion to approve the July meeting minutes. The motion was seconded by Commissioner Mary Faye Payne. All were in favor of approving the July minutes and the motion carried.

Vice Chairman Jane Pellam made a motion to approve the July financials. The motion was seconded by Commissioner Mary Faye Payne. Commissioner Mary Faye Payne stated that she did not receive financials from SACS and asked if Lisa Bradford would check on that. All were in favor of approving the July financials.

Old Business:

None

New Business:

There were two items under new business to be brought before the board, neither needing board approval. The first item to be discussed was the PILOT program. Since the ending of the fiscal year, the new PILOT had been calculated and a new tabulation sheet for the deductions to the City of South Pittsburg was presented to the board. The board spoke with the legal counsel after the meeting for further direction.

The second item to be discussed was the notice to the board that Lisa Bradford would be sending out RFP's for legal services, since the SPHA had been doing business with Bible and Bible for a little over three years. It is required that these services be bid out every three years. Lisa Bradford stated that the RFP request proposals be submitted by September 21, 2018 and it would be brought back before the board at the October meeting.

Commission Reports, Comments, Questions:

Lisa Bradford stated that she had received a Certificate of Insurance from the MCBOE for the use of the property. She also stated that she had asked the Board of Education's Insurance Company if they would automatically send that new Certificate to the SPHA as each renewal. The insurance company agreed.

Secondly, Lisa Bradford stated that she was very unhappy with the A/E firm that is doing the contract management for the Sewer Line Replacement; therefore, she stated that she will be asking for RFP's for A/E and Management services next month, due to several mistakes that have been made by the firm recently.

Lastly, Mrs. Bradford asked the situation with the Elderly board because due to the money that is growing in that account and because there were several large projects that she was wanting to bid at Chester Powell, including bathroom and kitchen renovations, she would need a board to approve such large amounts to be spent. Commissioner Mary Faye Payne stated that we should look into moving the money into interest bearing CD's until the time we will need that money. Lisa Bradford stated that she would check with several banks and get quotes on CD interest rates.

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)