

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 5:00 p.m. on Monday, September 17, 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 (absent)

Also present was Executive Director, Lisa Bradford, Attorneys Jerry Bible and Sarah Willis, PHM Jessica Kelley and Sargent Brenda Roth.

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 September 17, 2018 meeting. The motion was seconded by Commissioner Tim Hudson. All were in favor of approving the board agenda and the motion carried.

Vice Chairman Jane Pellam made a motion to approve the August meeting minutes. The motion was seconded by Commissioner Tim Hudson. All were in favor of approving the August minutes and the motion carried.

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

**Old Business:**

Lisa Bradford provided the board with all local banks CD rates for the possibility of moving \$ 100k of Elderly money into a CD. It was discussed that the most appropriate way to receive rates through these banks, in order to get a more aggressive rate, would be to send out a request for rates through a sealed bid process. Lisa Bradford stated that she would get a letter to the local banks notifying them that she was requesting aggressive rates in the form of a bid for the money to be placed into a CD.

**New Business:**

Under new business, Lisa Bradford discussed with the board her disapproval of different aspects of MBI, the A/E and Management firm that the SPHA has been using. She stated that there has been several changes and employees leaving the company and

it very much concerns her that the SPHA management side is not getting completed as it should be. Mrs. Bradford also stated that as of now, she is happy with the engineer that is performing the inspections, that they have caught a couple of items that needed addressed with the contractor. She notified the board that, if in fact, she does not continue to see improvements with MBI that she be allowed to go ahead and submit an RFP for a new firm. All board members agreed but no vote was necessary, as it was not an action.

**Commission Reports, Comments, Questions:**

Lisa Bradford asked the board for permission to purchase 8 new digital cameras for the South Pittsburg Police Department, in the form of a donation, out of the Management Fee Account. Mrs. Bradford stated that the police department continues to help the SPHA with photos of lease violations, including smoking violations. All board members agreed and appreciated the South Pittsburg Police Department's continued help and support of the SPHA.

Jessica Kelley wanted permission from the board to re-open the 2 bedroom waiting list. The waiting list was closed approximately 8 months ago, but she felt that it was necessary to go ahead and reopen because we would have several that would be coming open. The board agreed.

Vice Chairman Jane Pellam had two items that she wanted to discuss. First, Mrs. Pellam asked about the possibility of switching out the SPHA/Elderly accounts for cable and internet to SVEC connect. Lisa Bradford stated that she had met with management at SVEC about switching over if it is cost efficient to do so. SVEC is currently working on pricing for the office, as well as, for Chester Powell. Secondly, Mrs. Pellam asked how we are protecting our employees from any claims by tenants, during this age of reporting. Lisa Bradford stated that it is very common for our employees to go into units, especially ones where they do not feel comfortable entering, with another employee. That way there is not a tenant against employee claim. The SPHA is aware that these are concerns and feels that they are addressing those in the best way possible for the maintenance employees by protecting them and having another employee enter the apartment together.

**Adjournment:**

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

Respectfully Submitted:

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

Approved by: \_\_\_\_\_ (Chairman)