

South Pittsburg Housing Authority

November 26, 2018

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 5:00 p.m. on Monday, November 26, 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, and PHM Jessica Kelley.

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

Auditor Derek Young representing Johnson, Hickey and Murchison presented the FYE 2018 Audits for both Public Housing and Elderly Housing to the Board of Commissioners.

Vice Chairman Jane Pellam made a motion to approve the board agenda for the November 26, 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 October meeting minutes. The motion was seconded by Commissioner Mary Faye Payne. All were in favor of approving the October minutes and the motion carried.

Vice Chairman Jane Pellam made a motion to approve the October financials. Chairman Lawrence stated that a large amount of money had been spent this month. Lisa Bradford stated that it was due to the payment to the contractor for the sewer work. Mrs. Bradford also stated the payments from this point on will mostly be made from the SPHA general fund. Chairman Lawrence asked the percentage of completion and whether or not the inspections had been going well. Lisa Bradford stated that the contractors were approximately 75% complete and that the inspections thus far had been going well. The motion was seconded by Commissioner Mary Faye Payne. All were in favor of approving the October financials and the motion carried.

Old Business:

There was no old business to be discussed.

New Business:

The first item under new business was the adoption of Resolution 956, which reads as follows:

RESOLUTION NO.: 956

A RESOLUTION FOR THE SOUTH PITTSBURG HOUSING AUTHORITY TO AMEND THE SPHA POLICY AND PROCEDURE MANUAL.

BE IT RESOLVED by the Board of Commissioners of the South Pittsburg Housing Authority that Resolution No. 956 be approved amending the South Pittsburg Housing Authority Policy and Procedures Manual in order to amend the SPHA lease to insert disposal of items after eviction, as well as, amending the contractual agreement between the SPHA and the Head of Household.

Chairman Bill Lawrence moved that the foregoing Resolution be adopted as introduced and as read, which motion was seconded by Commissioner Mary Faye Payne. All were in favor of adopting Resolution 956 therefore Resolution 956 is hereby adopted.

“AYES”

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

“NAYS”

None

The Chairperson therefore declared said motion carried and the Resolution passed.

The second item under new business was a request to give the SPHA employees a Christmas bonus in the amount of \$ 200.00 to be paid from the SPHA Management Fee Account. The motion to give the employees a \$ 200.00 Christmas bonus was made by Vice Chairman Jane Pellam. The motion was seconded by Commissioner Mary Faye Payne. All were in favor and the motion was so ordered.

Commission Reports, Comments, Questions:

Chairman Bill Lawrence discussed an issue that had come up regarding a piece of equipment that was owned by the SPHA and had been being used and stored at South Pittsburg High School. Repairs to the equipment were made by SPHS without approval by the Executive Director. After Lisa Bradford requested the equipment be returned there were issues that occurred regarding this. An invoice for the repairs were given and Chairman Lawrence discussed options regarding the payment of that invoice. There was discussions regarding the options. Commissioner Mary Faye Payne was against the option of payment for reimbursement of repairs made to the equipment.

Vice Chairman Jane Pellam made a motion to write a donation to SPHS from the Management Fee Account in the amount of \$1600.00 for those repairs. The motion dies for a lack of a second. Chairman Lawrence suggested that the SPHA let the situation continue to lie as is.

Lisa Bradford asked for approval to travel to the Quarterly ED Meeting to be held on December 12th. Commissioners approved the travel.

Lisa Bradford stated that the Employee and Commissioner Christmas Luncheon will be held at 12:00 pm at Stevearinos.

Lastly, Lisa Bradford stated that a fair housing complaint has been brought before the SPHA by a former tenant, Jasmine Horton. Mrs. Bradford stated that Attorney Sarah Bible, Jessica Kelley and she had been in interviews with the investigator and would be having to pull paperwork to prove the SPHA had the right for the eviction and not discrimination exists.

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 and we stand adjourned.

Respectfully Submitted:

_____ (Secretary)

Approved by:
_____ (Chairman)