

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 4:30 p.m. on Tuesday, February 18, 2020 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
Shannon Duggar; Commissioner (absent)
Mary Faye Payne, Commissioner
Sarah Gaines; Commissioner

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

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

Commissioner Mary Faye Payne made a motion to approve the board agenda for the February 18, 2020 meeting. The motion was seconded by Chairman Bill Lawrence. All were in favor of approving the board agenda and the motion carried.

Commissioner Mary Faye Payne made a motion to approve the January minutes. The motion was seconded by Chairman Bill Lawrence. All were in favor of approving the January regularly scheduled meeting minutes and the motion carried.

Chairman Bill Lawrence made a motion to approve the January financials. The motion was seconded by Commissioner Mary Faye Payne. All were in favor and the motion carried.

Old Business:

There was no old business to be discussed at the February meeting.

New Business:

There was no new business to be discussed at the February meeting.

Commission Reports, Comments, Questions:

Lisa Bradford discussed a couple items with the board. First was the discussion of the regarding the volunteers for hearing officers for the SPHA. It was discussed that Lamar Jenkins had agreed to be an officer, as well as Brett Hobby, Kim Hobby's husband. The

board was going to reach out to a couple of other individuals to confirm if they would be willing to serve. Lisa Bradford notified the board that the SPPD would be holding a very informative class for the residents at Chester Powell regarding how to avoid the scams that are taking place against elderly on Thursday at 10:00 am. The SPHA will be taking applications for both Maintenance Mechanic, due to Malcom McCain being promoted to Maintenance Manager, and the Administrative Assistant position until 2/28/2020. Commissioner Mary Faye Payne suggested advertising those positions in possibly the Chattanooga- an online source as well. Mrs. Bradford stated that she would look into to doing that. Director Bradford explained to the board that we have completed work with both roofing contractors and will lack only to pay retainage on those jobs. One change order was given to WEROC due to an air condition line that was damaged and we were charged; therefore, that cost has been placed on the contractor. It was discussed that there was one building that did not get replaced during the last two contracts that Lisa Bradford has given CAPS roofing the job to complete when the weather breaks. Lastly, Mrs. Bradford explained that we have had windows replaced in 1205 and 1207 Hamilton Ave and will have the drainage work completed as soon as the weather permits for it as well. We will have some additional money left in that grant that is becoming more difficult to spend on those two units because of the requirements of the grant. There were some suggestions given that may be able to be explored as options with the left over funds for repairs to 1205 and 1207 Hamilton Ave.

Adjournment:

After no further business to be brought before the board, Commissioner Mary Faye Payne made a motion to adjourn the meeting. The motion was seconded by Chairman Bill Lawrence. All were in favor and we stand adjourned.

Respectfully Submitted:

Approved by:

_____ (Secretary)

_____ (Chairman)