

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 5:00 p.m. on Monday, April 19, 2021 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  
Mary Faye Payne, Vice Chairman  
Shannon Duggar, Commissioner  
Delorah Starkey, Commissioner  
Lamar Jenkins, Commissioner

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

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

Chairman Bill Lawrence made a motion to approve the board agenda for the April 19, 2021 meeting. The motion was seconded by Commissioner Shannon Duggar. All were in favor of approving the board agenda and the motion carried.

Vice Chairman Mary Faye Payne made a motion to approve the March 2021 meeting minutes. The motion was seconded by Commissioner Lamar Jenkins. All were in favor of approving the March 2021 regularly scheduled meeting minutes and the motion carried.

Chairman Bill Lawrence made a motion to approve the March 2021 financials. The motion was seconded by Vice Chairman Mary Faye Payne. All were in favor of approving the March 2021 financials and the motion carried.

**Old Business:**

Under Old Business was the discussion regarding heat and air unit replacements in Public Housing. It was discussed that although there would be an expense to change the units out to the "Mitsubishi" type units, we could reuse the current duct work to run the refrigerant lines in. Also, the board feels it would be best to possibly test these units in the zero- or one-bedroom units to check the efficiency and cost effectiveness for the residents. Therefore, the installation of these type of units, in the future and when needed is to be left as a viable option for the smaller units.

Also discussed under old business was the exterior renovations. Lisa Bradford stated that she had met with the Engineer and pictures had been taken and sketches and ideas for these renovations are underway. In addition to a foundation issue that may be

needed at Old Jasper Road, there seemed to be good options by the Engineer and Board of Commissioners for renovation ideas.

**New Business:**

The first item under new business was the adoption of Resolution 971 as follows:

**South Pittsburg Housing Authority**

**RESOLUTION NO.: 971**

**A RESOLUTION FOR THE SOUTH PITTSBURG HOUSING AUTHORITY TO  
AMEND THE MAINTENANCE CHARGE LIST**

BE IT RESOLVED by the Board of Commissioners of the South Pittsburg Housing Authority that Resolution No 971 be approved amending Maintenance Charges that will be charged to tenants for Extraordinary Maintenance caused by the tenants. These charges will become into effect after all tenants are given a 30-day written notice of charges.

Commissioner Shannon Duggar made a motion to adopt Resolution 971. The motion was seconded by Chairman Bill Lawrence. All were in favor, Aye and Resolution 971 was adopted.

**Commission Reports, Comments, Questions:**

Lisa Bradford discussed the Elderly project currently underway. Ms. Bradford notified the Board that the weep holes had been drilled, brick had some cleaning already done and that the roof replacement is set to begin on April 26<sup>th</sup>, followed by the window flashing to be completed.

Secondly, Lisa Bradford notified the Board that there was going to be a fire drill at Chester Powell on Tuesday at 9:00 am in order to make sure that all residents in Chester Powell would be able to exit the building safely in the event of a real fire. She stated that the South Pittsburg Fire Department would be participating and helping the residents get to safety while the system would be on test.

Lastly, Ms. Bradford stated that there would be a budget workshop in the future prior to passing our annual budget for FYE 2022. Lisa Bradford requested to Board to be thinking of things that they would like to see added to the budget, as well as Ms. Bradford discussing salaries with the board on increases that she will be asking for in the next budget.

**Adjournment:**

After no further business to be brought before the board, Vice Chairman 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)