

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 4:30 p.m. on Monday, October 18 16, 2021 at the office of the South Pittsburg Housing Authority.

Chairman Mary Faye Payne chaired the Board and called the meeting to order with the following members present:

Mary Faye Payne, Chairman
Shannon Duggar; Vice Chairman
Delorah Starkey, Commissioner (absent)
Lamar Jenkins, Commissioner
Jimmy Haley, Commissioner

Also present was Executive Director, Lisa Cross and PHM Jessica Kelley.

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

Vice Chairman Shannon Duggar made a motion to approve the board agenda for the October 18, 2021 meeting. The motion was seconded by Commissioner Lamar Jenkins. All were in favor of approving the board agenda and the motion carried.

Commissioner Lamar Jenkins made a motion to approve the August 2021 meeting minutes. The motion for the approval of the August meeting minutes were seconded by Commissioner Jimmy Haley. All were in favor of approving the August 2021 regularly scheduled meeting minutes and the motion carried.

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

Commissioner Lamar Jenkins made a motion to approve the September 2021 financials. The motion was seconded by Vice Chairman Shannon Duggar. All were in favor of approving the September 2021 financials and the motion carried.

Unfinished Business:

There was no unfinished business for the October 2021 meeting.

New Business:

The first item under new business was the passing of Resolution 975: Amending Collection Losses/Charge-Offs Policy and it reads:

RESOLUTION NO.: 975

A RESOLUTION FOR THE SOUTH PITTSBURG HOUSING AUTHORITY TO AMEND THE COLLECTION LOSSES/CHARGE-OFFS POLICY.

BE IT RESOLVED by the Board of Commissioners of the South Pittsburg Housing Authority that Resolution No 975 be approved amending the Collection Losses/Charge-Offs Policy to add:

“When all attempts of contacting the vacated resident have failed and balances have not been paid, amounts over \$ 99.99 will be turned over to a collection agency that is the most advantageous to the housing authority for collecting. Any uncollected amounts will be written off”.

Having no legal representation at the meeting to discuss Resolution 975, there was no opinion given on the passing of this resolution.

Vice Chairman Shannon Duggar made a motion to adopt Resolution 975: Amending Collection Losses/Charge-Offs Policy as read. The motion to adopt Resolution 975 was seconded by Commissioner Jimmy Haley. All were in favor of adopting Resolution 975 and it was so moved.

The next item under new business was the signing of the Voluntary Compliance Agreement by HUD for their Reasonable Accommodation Request. Having no legal representation or opinion at the meeting, it was tabled to the November meeting in hopes that we would have that legal opinion on signing this agreement. Lisa Cross was asked to notify HUD of what transpired at the meeting, in order to make them aware of where the agreement stands at this point.

The last item under new business was to provide a turkey or ham for the SPHA employees for Thanksgiving. Chairman Mary Faye Payne thought a better idea to allow employees some flexibility to their Thanksgiving needs, suggested giving each employee a \$ 100.00 gift card paid from the Management Fee account for the employees to use as they feel necessary for Thanksgiving. The motion to give each employee a \$100.00 gift card to be paid from the Management Fee account for Thanksgiving was made by Vice Chairman Shannon Duggar. The motion was seconded by Chairman Mary Faye Payne. All were in favor and the motion was so ordered.

Commission Reports, Comments, Questions:

Lisa Cross notified the board regarding Chester Powell Renovations that have been drawn up and will be advertising for bids soon for those renovations.

In addition, Lisa Cross notified the board of the Exterior Renovation project being advertised currently and to be bid on 11/4/21 for the renovations at Old Jasper Road.

There was update on the parking on Pine Avenue that has been discussed in previous meetings by Director Cross stating that the City of South Pittsburg was to begin construction on that parking spot today; Monday 10/18.

Lisa Cross brought up for discussion the PILOT/Cooperative Agreement; however, having no legal representation at the meeting, the SPHA board was unable to be informed on the status of the completion of this agreement at this time.

Lastly, Chairman Mary Faye Payne discussed the Elderly Thanksgiving meal that the SPHA typically holds for Chester Powell residents at the Senior Activity Center. Due to the times and still being uneasy about congregating with large groups, Chairman Payne suggested that the SPHA do something differently this year and give gift cards to the residents for a Thanksgiving meal to be used as they see fit. There was a discussion regarding the easiest way for the residents to use the gift cards and seeing that they use the Dollar General often, Commissioner Lamar Jenkins made a motion to give the residents each a \$25.00 gift card from both Dollar General and Foodland. The motion was seconded by Commissioner Jimmy Haley. All were in favor and the motion was so ordered.

Adjournment:

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

Respectfully Submitted:

Approved by:

Secretary

Chairman