

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 4:30 p.m. on Monday, September 19, 2022 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
Lamar Jenkins, Commissioner
Jimmy Haley, Commissioner

Also present was Executive Director, Lisa Cross, PHM Jessica Kelley and Maintenance Supervisor Malcolm McCain.

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 September 19, 2022 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 June 2022 meeting minutes. The motion for the approval of the June meeting minutes was seconded by Commissioner Delorah Starkey. All were in favor of approving the June 2022 regularly scheduled meeting minutes and the motion carried.

Commissioner Lamar Jenkins made a motion to approve the June 2022 financials. The motion was seconded by Vice Chairman Shannon Duggar. All were in favor of approving the June 2022 financials and the motion carried.

Commissioner Lamar Jenkins made a motion to approve the July 2022 financials. The motion was seconded by Commissioner Delorah Starkey. All were in favor of approving the July 2022 financials and the motion carried.

Vice Chairman Shannon Duggar made a motion to approve the August 2022 financials. The motion was seconded by Commissioner Lamar Jenkins. All were in favor of approving the August 2022 financials and the motion carried.

Unfinished Business:

There was no unfinished business to be discussed in the September meeting.

New Business:

There were three items under new business for the September meeting. Lisa Cross asked for Resolution 982: A Resolution to amend the SPHA Check Writing Policy as read:

RESOLUTION NO.: 982

A RESOLUTION FOR THE SOUTH PITTSBURG HOUSING AUTHORITY TO AMEND THE SPHA CHECK WRITING AUTHORIZATION POLICY.

BE IT RESOLVED by the Board of Commissioners of the South Pittsburg Housing Authority that Resolution No. 982 be approved amending the South Pittsburg Housing Authority Check Writing Authorization Policy to include:

- 1). All checks require two different authorized signatures.
- 2). The Chairman and Vice Chairman will be authorized to sign checks unless otherwise declared by board resolution.
- 3). The Executive Director can approve electronic checks and/or EFT to be processed and will be approved by the board at each monthly meeting.

Chairman Mary Faye Payne made a motion to adopt Resolution 982: Amending the Check Writing Policy as read. The motion to adopt Resolution 982 was seconded by Commissioner Lamar Jenkins. All were in favor of adopting Resolution 982 and it was so moved.

Chairman Mary Faye Payne therefore declared said motion carried and Resolution 982 was adopted.

For the second item under new business, Lisa Cross asked for Resolution 983: A Resolution to amend the Maintenance Charge List:

RESOLUTION NO.: 983

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 983 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 Jimmy Haley made a motion to adopt Resolution 983: Amending the Maintenance Charge List as read. The motion to adopt Resolution 983 was seconded by Commissioner Lamar Jenkins. All were in favor of adopting Resolution 983 and it was so moved.

Chairman Mary Faye Payne therefore declared said motion carried and Resolution 983 was adopted.

The last item under new business was the approval from the Board of Commissioners to close the SPHA Waiting List and to no longer accept applications until further notice. Lisa Cross stated that there are some waiting lists that would take up to 2 years to house and that it would be beneficial for the current waiting list residents to stop taking applications for a while until the waiting list can become more manageable. Vice Chairman Shannon Duggar made a motion to close the waiting list. The motion was seconded by Commissioner Lamar Jenkins. All were in favor of closing the waiting list, Aye and the motion was so ordered.

Commission Reports, Comments, Questions:

Lisa Cross notified the board that the SPHA has received approval from HUD for both the demolition and disposition of the units that were requested. She stated that she has been in contact with the individual who will perform the Auction for the North Magnolia. Pictures and Advertising are being done and we will have a public auction with a 30-day closing. At which time, the funds from the sale will be used to do the demolition of the OJR building and begin the exterior renovations at OJR and here at the office.

Lisa Cross notified the board that the Chester Powell Apartment renovations are almost complete, as 15 of the 20 units are completed and those apartments have all been filled. There are 5 more units to be complete within the next couple of weeks and we have people on the waiting list, waiting to be moved into those.

Chairman Mary Faye Payne stated that we had asked if Mr. Rick Carter would be able to give us up-to-date ownership information for properties that the MCBOE is using, apparently owned by the SPHA. There would be further discussions regarding these properties.

Adjournment:

After no further business to be brought before the board, Commissioner Lamar Jenkins made a motion to adjourn the meeting. The motion was seconded by Commissioner Delorah Starkey. All were in favor and we stand adjourned.

Respectfully Submitted:

Approved by:

Secretary

Chairman