

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 4:30 p.m. on Monday, September 11, 2023 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 and PHM Jessica Kelley.

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

Chairman Mary Faye Payne opened the meeting with the acknowledgement of the passing of Robert E. (Bob) Sherrill by giving tribute and recognition for the man and civil servant that Bob was. Bob advanced the cause of the City of South Pittsburg, specifically through the South Pittsburg Housing Authority by serving as the Executive Director, Commissioner and Chairman of the South Pittsburg Housing Authority Board of Commissioners for many, many years. The SPHA would like to offer both thanks and gratitude for his contributions not only to the SPHA, but also to the City of South Pittsburg.

After the tribute, Vice Chairman Shannon Duggar made a motion to approve the board agenda for the September 11, 2023 meeting. The motion was seconded by Commissioner Delorah Starkey. All were in favor of approving the board agenda and the motion carried.

Commissioner Lamar Jenkins made a motion to approve the July 2023 meeting minutes. The motion for the approval of the July meeting minutes was seconded by Vice Chairman Shannon Duggar. All were in favor of approving the July 2023 regularly scheduled meeting minutes and the motion carried.

Commissioner Lamar Jenkins made a motion to approve both the July and August 2023 financials. The motion was seconded by Commissioner Delorah Starkey. All were in favor of approving the July and August 2023 financials and the motion carried.

**Unfinished Business:**

There was one item under unfinished business regarding the Senior Activity Center. After several months in discussion with both the SPHA Board of Commissioners and the

South Pittsburg Elderly Housing Board and not having an agreement to continue to rent the SCAC, Commissioner Jimmy Haley made a motion to continue to manage the SCAC, per the Management Agreement, but to rent the SCAC no longer for private events as of January 1, 2024. The motion was seconded by Vice Chairman Shannon Duggar. All were in favor-Aye and it was so moved. Chairman Mary Faye Payne requested that Director Cross notify the South Pittsburg Elderly Housing Board in writing of this decision.

**New Business:**

The first item under new business was the adoption of Resolution 994 as read:

**RESOLUTION NO.: 994**

**A RESOLUTION FOR THE SOUTH PITTSBURG HOUSING AUTHORITY TO AMEND THE TENNESSEE CONSOLIDATED RETIREMENT SYSTEM PLAN FOR RETIREMENT SERVICES BEGINNING JANUARY 1<sup>ST</sup> 2024.**

BE IT RESOLVED by the Board of Commissioners of the South Pittsburg Housing Authority that Resolution No. 994 be approved amending the Tennessee Consolidated Retirement System plan. The Resolution will be approving assuming 2.5% of the employee's contribution, making the new contribution rate 11.77% paid by the SPHA.

Chairman Mary Faye Payne made a motion to adopt Resolution 994: Resolution for the South Pittsburg Housing Authority to amend the Tennessee Consolidated Retirement System plan for retirement services beginning January 1<sup>st</sup> 2024. The motion was seconded by Commissioner Jimmy Haley. All were in favor of adopting Resolution 994-Aye and it was so ordered.

The second item under new business was the recommendation for approval of Pest Control Services. Executive Director Cross recommended, after a discussion and agreement with Tennessee Termite, that they continue to remain the Pest Control company to be used by the SPHA. Chairman Payne suggested that there be a clause in the contract, along with the items discussed with Tennessee Termite, for an out of the contract in case that is needed. Chairman Payne made a motion to accept the recommendation to sign a contract, including amendments, with Tennessee Termite and Pest Control. The motion was seconded by Commissioner Lamar Jenkins. All were in favor- Aye and the motion was so moved.

Lastly was the discussion about the need to move money from the Elderly General Fund account to a CD. The SPHA Board of Commissioners discussed and agreed that Director Cross get quotes for moving \$ 300,000 to a CD for the South Pittsburg Elderly General Fund.

**Commission Reports, Comments, Questions:**

Lisa Cross updated the board regarding the Exterior Renovation job that is being done at Old Jasper Road and at the SPHA Main Office. She notified the board of the tentative

schedule given to her by the contractor and notified the board of what construction appeared to be left to complete the job. In addition, Director Cross notified the board that the next contract for Exterior Renovations would include the completion of the VCA agreement with HUD also.

Commissioner Delorah Starkey had a few items to bring before the board at the September meeting. Those items included road conditions, tree trimming, mowing and parking throughout the development.

**Adjournment:**

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

Respectfully Submitted:

Approved by:

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Secretary

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Chairman