

The Board of Commissioners of the South Pittsburg Housing Authority met for a regularly scheduled meeting at 5:00 p.m. on Monday, January 17, 2017 at the office of the South Pittsburg Housing Authority.

Vice Chairman Bill Lawrence chaired the Board, conducted roll call and called the meeting to order with the following members present:

Bill Lawrence, Vice Chairperson
Keith Garth, Commissioner (absent)
Jane Pellam, Commissioner
Holly Stewart; Commissioner
Hilda Aker; Commissioner (absent)

Also present was Executive Director, Lisa Bradford, Attorney's Jerry and Sarah Bible, Jessica Kelley, PHM, Mayor Virgil Holder and Roy Henderson, Auditor; Henderson DeJohn.

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

Commissioner Jane Pellam made a motion to approve the board agenda for the January 17, 2017 meeting. The motion was seconded by Commissioner Holly Stewart. All were in favor of approving the board agenda and the motion carried.

Vice Chairman Bill Lawrence gave the floor to Mr. Roy Henderson, Auditor with Henderson DeJohn to present the FYE 2016 Audit. Mr. Henderson discussed with the board the findings, as well as the success with the financial statements for the SPHA. Mr. Henderson also handed out a copy of the Audit to each board member.

Commissioner Jane Pellam made a motion to approve the December meeting minutes. The motion was seconded by Vice Chairman Bill Lawrence. All were in favor of approving the December minutes and the motion carried.

Commissioner Jane Pellam made a motion to approve the December financials. The motion was seconded by Commissioner Holly Stewart. All were in favor of approving the December financials and the motion carried.

Old Business:

Lisa Bradford discussed with the board that both she and Jessica Kelley met with the SPHA resident advisory board for their opinions on the Smoke Free Policy. The advisory board offered some suggestions, including cessation classes. The board discussed some of these suggestions as well as others. Vice Chairman stated that because this policy has 18 months to be in effect, there would be a need for the board members to continue to brain storm about the future policy.

Lisa Bradford stated that she had submitted an RFP for a 2017 Ford Explorer. Mrs. Bradford stated that the lowest bidder was Moss Motor Co. at \$ 29,995.14. She also stated that Moss Motor Co. had offered \$ 11,000.00 for the current Ford Explorer. Commissioner Jane Pellam made a motion to accept Moss Motor Co. bid for the 2017 Explorer at \$ 29,995.14 and trade in the current Explorer. The motion was seconded by Commissioner Holly Stewart. All were in favor-Aye and the motion was so ordered.

New Business:

Under new business, Executive Director Lisa Bradford stated that due to the changes in the board, it would be necessary to do the voting of Chairman/Vice Chairman and HUD Approving Official. Commissioner Jane Pellam made a motion to make Vice Chairman Bill Lawrence the new Chairman of the SPHA Board of Commissioners. The motion was seconded by Commissioner Holly Stewart. All were in favor- Aye. For Vice Chairman, Chairman Bill Lawrence made a motion to name Commissioner Jane Pellam for Vice Chairman. The motion was seconded by Commissioner Holly Stewart. All were in favor-Aye. Vice Chairman Jane Pellam made a motion to appoint Chairman Bill Lawrence as the new HUD Approving Official. The motion was seconded by Commissioner Holly Stewart. All were in favor- Aye and all motions carry.

Secondly under new business, Lisa Bradford stated that in addition to the new officials, there would need to be a change in check signatories. With Commissioner Keith Garth and Chairman Bill Lawrence being listed as the current check signatories, Vice Chairman Jane Pellam made a motion to add Commissioner Hilda Aker and Commissioner Holly Stewart to all SPHA bank accounts and have former Chairman Virgil Holder removed from all accounts. The motion was seconded by Commissioner Holly Stewart. All were in favor-Aye and the motion was so ordered.

Lastly, was the discussion of Resolution 943: A Resolution to apply for a HUD Emergency Grant. Resolution 943 reads:

WHEREAS, The South Pittsburg Housing Authority (SPHA) is currently in urgent need of replacing all lead-coated bathroom tubs (198) and related improvements at all sites and the obsolete sewer line systems and related improvements at TN037-1, -2 & -3 due to dangerous health and safety hazard issues,

WHEREAS, due to limited Reserve Funds and expended Capital Fund Grants, the replacement of these improvements is dependent upon the SPHA securing a U.S. Department of Housing and Urban Development (HUD) Emergency Capital Fund Grant,

WHEREAS, the SPHA desires to submit a formal application to the Nashville HUD Field Office and HUD Headquarters to obtain the required Emergency Capital Fund Grant funds for making the necessary improvements,

NOW THEREFORE, be it resolved by the Board of Commissioners of the SPHA that the Executive Director is hereby authorized to execute the required documents as necessary to submit an application to HUD for an Emergency Capital Fund Grant.

Vice Chairman Jane Pellam made a motion to adopt Resolution: 943 and approving Lisa Bradford to apply for the HUD Emergency Grant. The motion was seconded by Commissioner Holly Stewart. All were in favor of passing Resolution 943 and the motion was adopted.

Commission Reports, Comments, Questions:

There were no Commissioner Reports or Comments at this meeting.

Adjournment:

After no further business to be brought before the board, Vice Chairman Jane Pellam made a motion to adjourn the meeting. The motion was seconded by Commissioner Holly Stewart. All were in favor-Aye and we stand adjourned.

Respectfully Submitted:

_____ (Secretary)

Approved by:

_____ (Chairman)