

MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING

HOUSING AUTHORITY OF HARTSVILLE

November 15, 2016

The Board of Commissioners of The Housing Authority of Hartsville met in a Regular Meeting on Tuesday, November 15, 2016 at 10:00 am in the office of the Authority at 1301 South Fifth Street, Hartsville, South Carolina.

Chairman Douglas called the meeting to order at 10:05 a.m. and upon roll call the following were present and absent:

PRESENT

Charles Douglas, Chairman
Francine Bachman, Commissioner
Lunella Williams, Commissioner
Sylvia McElveen, Executive Director

ABSENT

Phylinda Thomas, Vice Chairwoman
Ted Williams, Commissioner

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON OCTOBER 26, 2016 AND DULY POSTED AT HOUSING AUTHORITY OF HARTSVILLE LOCATED AT 1301 SOUTH FIFTH STREET.

Invocation

Chairman Douglas presented to the board for their review and approval the agenda for the November 15, 2016 regular board meeting to be approved as submitted. A motion was made by Commissioner Bachman and seconded by Commissioner Lunella Williams to approve the agenda for the November 15, 2016 regular board meeting. The "Ayes" and "Nays" were as follows:

Ayes

Charles Douglas, Chairman
Lunella Williams, Commissioner
Francine Bachman, Commissioner

Nays

None

Chairman Douglas then declared said motion carried.

Chairman Douglas presented to the board for their review and approval to waive reading of the minutes of the September 27, 2016 regular Board meeting as submitted. A motion was made by Commissioner Lunella Williams and seconded by Commissioner Bachman to waive the reading and approve the minutes as submitted. (See attached and made a part of these minutes). The "Ayes" and "Nays" were as follows:

Ayes

Charles Douglas, Chairman
Francine Bachman, Commissioner
Lunella Williams, Commissioner

Nays

None

Chairman Douglas then declared said motion carried.

Updates – Received as information only: Executive Director McElveen presented to the Board the August financials for General Fund and Section 8. The close out for fiscal year end 09/30/16 has not been received.

Public Housing Updates: The Delinquency Report Rating was at 100%. The Public Housing Waiting List stands at 28 applicants. Move-outs: 5.

Section 8 Updates: The Delinquency Report Rating was 100% as of October 31, 2016. The Waiting List stands at 80 applicants. No move outs. New admissions: 0. Occupancy rate: 168

Installation of dryer connections is complete.

HUD completed a Limited Management Review on September 28 – 30, 2016. Keith Landrum with HUD conducted the review which was composed of compliance with civil rights regulations particularly as it relates to Section 504 of the Rehabilitation Act, evaluate the Authority's compliance with HUD's Section 3 program, evaluate the authority's compliance with general HUD program requirements and assess the condition of the Authority's developments and selected units. The Authority passed all except Section 3. The Authority needs to implement procedures to notify Section 3 residents or business concerns about the program. The Authority has developed procedures which is a part of the meeting agenda for board approval.

New Business:

Res.1123-to approve SEMAP (Section Eight Management Assessment Program) for fiscal year end 09/30/2016. After a brief discussion a motion was made by Commissioner Bachman and seconded by Commissioner Lunella Williams to approve Res 1123 the approval of SEMAP (Section Eight Management Assessment Program) for fiscal year ending 09/30/2016.

The Ayes and Nays were as follows:

Ayes

Nays

Charles Douglas, Chairman

Francine Bachman, Commissioner

Lunella Williams, Commissioner

Chairman Douglas then declared said motion carried.

Res. 1124 to approve the Section 3 policy and procedures. A motion was made by Commissioner Bachman and seconded by Commissioner Lunella Williams to approve Res. 1124 approval of the Section 3 policy and procedures. The Ayes and Nays were as follows:

Ayes

Nays

Charles Douglas, Chairman

None

Francine Bachman, Commissioner

Lunella Williams, Commissioner

Chairman Douglas then declared said motion carried.

Other Business: - None

Executive Session – not required

There being no further business to enact, a motion was made by Commissioner Lunella Williams to adjourn the meeting. The Ayes and Nays were as follows:

Ayes

Nays

Charles Douglas, Chairman

None

Lunella Williams, Commissioner

Francine Bachman, Commissioner

Chairman Douglas declared the said motion carried and the meeting adjourned at 10:30

Charles Douglas, Chairman

Sylvia McElveen, Executive Director

STATE OF SOUTH CAROLINA
COUNTY OF DARLINGTON
November 15, 2016