

MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING

HOUSING AUTHORITY OF HARTSVILLE

January 31, 2017

The Board of Commissioners of The Housing Authority of Hartsville met in a Regular Meeting on Tuesday, January 31, 2017 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	ABSENT
Charles Douglas, Chairman	None
Francine Bachman, Commissioner	
Lunella Williams, Commissioner	
Ted Williams, Commissioner	
Phylanda Thomas, Vice Chairwoman	
Sylvia McElveen, Executive Director	

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON JANUARY 09, 2017 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 January 31, 2017 regular board meeting to be approved as submitted. A motion was made by Commissioner Bachman and seconded by Vice Chairwoman Thomas to approve the agenda for the January 31, 2017 regular board meeting. The "Ayes" and "Nays" were as follows:

Ayes	Nays
Charles Douglas, Chairman	None
Lunella Williams, Commissioner	
Francine Bachman, Commissioner	
Phylanda Thomas, Vice Chairwoman	
Ted Williams, Commissioner	

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 November 15, 2016 regular Board meeting as submitted. A motion was made by Vice Chairwoman Thomas 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	Nays
Charles Douglas, Chairman	None
Francine Bachman, Commissioner	
Lunella Williams, Commissioner	
Phylanda Thomas, Vice Chairwoman	
Ted Williams, Commissioner	

Chairman Douglas then declared said motion carried.

Updates – Received as information only: Executive Director McElveen presented to the Board the December financials for General Fund and Section 8.

Public Housing Updates: As of December 31, 2016. The Delinquency Report Rating was at 100%. The Public Housing Waiting List stands at 13 applicants. Move-outs: 7. Move-ins: 4: Occupancy Rate: 97%

Section 8 Updates: As of December 31, 2016. The Delinquency Report Rating was 97.6%. The Waiting List stands at 81 applicants. Move-outs: 6. New admissions: 0. Occupancy rate: 165.

New Business:

Res.1125-to approve Section 8 Payment Standards for Fiscal year 2017. After a brief discussion a motion was made by Commissioner Ted Williams and seconded by Commissioner Bachman to approve Res 1125 the approval of Section 8 Payment Standards for fiscal year 2017.

The Ayes and Nays were as follows:

Ayes

Nays

Charles Douglas, Chairman

Francine Bachman, Commissioner

Lunella Williams, Commissioner

Phylanda Thomas, Vice Chairwoman

Ted Williams, Commissioner

Chairman Douglas then declared said motion carried.

Res. 1126 to approve the charge-offs for Southpark and Eastpark. A motion was made by Commissioner Lunella Williams and seconded by Commissioner Ted Williams to approve Res. 1126 approval of the charge-offs for Southpark and Eastpark. The Ayes and Nays were as follows:

Ayes

Nays

None

Charles Douglas, Chairman

Francine Bachman, Commissioner

Lunella Williams, Commissioner

Ted Williams, Commissioner

Phylanda Thomas, Vice Chairwoman

Chairman Douglas then declared said motion carried.

Res. 1127 to approve the revised Procurement Policy for the Housing Authority of Hartsville. The policy was updated. No spending limits were changed. A motion was made by Commissioner Lunella Williams and seconded by Vice Chairwoman Thomas to approve Res. 1127 approval of the revised Procurement Policy for the Housing Authority of Hartsville. The Ayes and Nays were as follows:

Ayes

Nays

None

Charles Douglas, Chairman

Francine Bachman, Commissioner

Lunella Williams, Commissioner

Ted Williams, Commissioner

Phylanda Thomas, Vice Chairwoman

Chairman Douglas then declared said motion carried.

Res. 1128 to changing banks for Section 8 and setting up direct deposit to pay landlords/owners. It was suggested that more information from different banks was needed before proceeding. A motion was made by Commissioner Lunella Williams and seconded by Vice Chairwoman Thomas to cancel Res. 1128 until the next board meeting. The Ayes and Nays were as follows:

Ayes	Nays
Charles Douglas, Chairman	None
Francine Bachman, Commissioner	
Lunella Williams, Commissioner	
Ted Williams, Commissioner	
Phylanda Thomas, Vice Chairwoman	

Chairman Douglas then declared said motion carried.

Other Business: - None

Executive Session

A motion was made by Commissioner Bachman and seconded by Commissioner Ted Williams to enter Executive Session pursuant to SC Code FOIA 30-4-70(a)(1)(2) to discuss personnel issues.

A motion was made by Vice Chairwoman Thomas and seconded by Commissioner Bachman that only the item stated in the Motion to enter Executive Session was discussed during Executive Session.

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	
Ted Williams, Commissioner	
Phylanda Thomas, Vice Chairmanwoman	

Chairman Douglas declared the said motion carried and the meeting adjourned at 10:45

Charles Douglas, Chairman

Sylvia McElveen, Executive Director