

COMMISSIONERS
s, Chairman
er, Vice-Chairman
Robin Newton
Carolyn Robinson
Andrew Shealy
Perry Threatt
Patricia Caldwell

Jan B. Piersol
Executive Director

*The Housing Authority
Of The City of Newberry*

May 24, 2018

The regular board meeting was held Thursday, May 24, 2018 at 4:30 PM at the Julian E. Grant Office Building board room.

Present: Chairman Tommy Bowers
Vice-Chairman James Hunter
Commissioner Andrew Shealy
Commissioner Perry Threatt
Absent: Commissioner Carolyn Robinson
Commissioner Patricia Caldwell
Commissioner Robin Newton

The meeting was opened with prayer by Commissioner Shealy.

The minutes of the March meeting were in packages submitted to the board. Chairman Bowers asked if there were any additions or corrections to the minutes as submitted. Commissioner Shealy made a motion to accept the minutes as submitted and Vice-Chairman Hunter second the motion. Upon proper roll call the motion carried. (Copy attached)

The April financial statements were the next item on the agenda. Mrs. Piersol went over the line items reviewing the totals. She stated that the items of the most concern are the utilities at this time. Much discussion was held on water. Commissioner Shealy stated that there is going to be another rate increase on the water and sewer. Mrs. Piersol stated that the sewer is what is the biggest cost. She told the board that the water and sewer cost over the last several months has been just slightly lower than the electric.

Commissioner Shealy asked a question about the siding on the apartments and houses. He stated that they need some attention. Mrs. Piersol reported that she had included pressure washing in the 2018 Capital Fund money.

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Mrs. Piersol reported that we do not have any outstanding capital fund projects open at this time. She reported that there was talk about re-capturing any 2017 unobligated capital fund monies. Mrs. Piersol reported to the board that she had contacted Mr. Cauthen in reference to this issue and he stated that if it came to that point we would obligate the money so that it would not be lost. Mrs. Piersol stated that she was not in agreement with losing any money that could better the Housing Authority. Mrs. Piersol reported that she had concerns on the progress of the emergency electrical contract. She reported that the A/E firm had been in contact with West Electric and they will be starting at Bethlehem shortly. Mrs. Piersol reported that she had concerns about how slow the contractor is working because of the turn-around time to expend the money.

It was reported that everything has been completed on the smoke-free public housing and effective Jun 30, 2018 the housing authority will be smoke free. The board still has concerns as to how this policy can be managed.

Mrs. Piersol reported that she had received only two RFP's from Architectural firms. One was from Cauthen and Associates and one from Stogner and Associates. Mrs. Piersol reported that she had received a phone call from Stogner stating that unless we were seriously considering changing A/E firms they really didn't have the time to take on any new clients. Upon review of the contracts the board decided to award the contract to Cauthen and Associates. The hourly rate from Cauthen was lower than the hourly rate from Stogner. Commissioner Threatt made a motion to award the contract to Cauthen and Associates and Commissioner Shealy second the motion. Upon proper roll call the motion carried.

Mrs. Piersol asked permission from the board to use a portion of our TBRA funds to get a new sign for out front. She explained that the sign out front was so old that they have not been able to find any company that could get any parts for the sign. Commissioner Threatt made a motion to purchase and electronic sign for out front and at both entrances and Commissioner Shealy second the motion. Mrs. Piersol stated that she would get a proposal on the cost of the signs and bring it back to the next meeting.

Mrs. Piersol reported that the job fair had been a success and that it was something that the vendors would like to do on a quarterly basis. She reported that she had received a thank you note from the coordinator of the job fair. (Copy attached)

Commissioner Threatt reported to the board that, in the near future, the Housing Authority will need to obtain a replacement for him. He stated that he has his house up for sale and once sold he will be moving to Florida.

There being no further business, Commissioner Threatt made a motion to adjourn and Vice-Chairman Hunter second the motion. Upon proper roll call the motion carried.

Respectively submitted,

(SEAL)



Jan B. Piersol

7-26-18

Secretary

Date